**Vaine Sokomanu**

Pladinier Estate, Port Vila, Efate, 1419 | vainesokomanu@gmail.com |5754132*.*

**Professional Profile**

I am an enthusiastic professional individual person with 3 years sales experience. I am an adaptable,hardworking individual who strives to achieve the best in all areas, and I am always eager to learn new skills and advance my career. I am outgoing, friendly and an adaptable individual with believe that an exceptional customer service is the key essential to success and I am driven to apply a strong work ethic and motivational skills to achieve excellence and customer satisfaction. As this is a huge career change I have completed 3 years in developing my sales techniques and customer services skills, I am keen to build upon my knowledge and continue to learn within this sector.

**Skills**

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| --- | --- |
| * Good Communication and verbal Skills
* Excellent customer services
* Teamwork
* Good Interpersonal Skills
* Fast Learner
 | * Detail Oriented
* Quick Problem Solver
* Numeracy Skills
* Have knowledge in Computing; MS Word and Excel
* Planning and Research Skills
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**Work History**

**The Kava Emporium Pilioko Haus – Lini Highway**

Store Manager | 2016 – current

Sales Assistant | 2015 – April 2016

Job Description:

* Co-ordinate purchase orders from domestic and international suppliers.
* Secure Point of Sale control implementation.
* Detailed Point of Sale software knowledge – specifically VEND. Including:
1. Stock Reconciliation
2. Sales Analysis
3. Product effectiveness review and analysis
4. Staff sales performance
* Securing and Banking of store takings.
* In-Store Merchandising for both standard product display and in store promotions.
* Management/owner report generation
* Train and Mentor employees to maximizing selling proficiency.
* Human Resource management – including hiring and firing of staff.
* Implement friendly sales techniques required in Vanuatu to engage with customers, thus leading to further guaranteeing a sale.

**Au Bon Marche Nambatu Area – Lini Highway**

Service Attendant | June 2014 – October 2015

Job Description:

* Consistently provided professional, friendly and engaging services.
* Assisted quests with making menu choices in an informative and helping fashion
* Followed all safety and sanitation polices when handling food and Delicatessen to uphold health standards.
* Delivered exceptional services by greeting and displays enthusiasm and knowledge about the restaurant’s menu and product.

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**Education**

Onesua Presbyterian College 2010- 2011

Studied Arts and Economic optional Accounting

Ulei Junior Secondary School 2006-2009

Melemaat Primary School 1999 - 2005

**Referees**

* Cameron Mcleod – Managing Director of VRRP Ltd T/A The Kava Emporium

 cameron@pcp-herbal.com

 Australia ph: (+61) 406 594 829 Vanuatu mob: (678) 7769700

* Fabienne Yersin – Supervisor

Mob: (+678)

* Eileen Bule - Human Resources Dept.

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