**[Sales Associate](https://www.postjobfree.com/resume/ad108d/sales-associate-surrey-bc-canada)**

**Location:**Surrey, BC, Canada

**Posted:**December 17, 2023

**Contact Info:**

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**Resume:**

MANMEET KAUR Availability: Full time (Tuesday, Thursday,

14279 66 Avenue, Surrey, BC, Canada, V3W 2B4 Friday and Saturday)

778-970-2919, E-mail ?manmeet24031991@gmail.com

MARITAL STATUS: - Married

EDUCATION

? Bachelor of Commerce 2009 ? 2012

Guru Nanak Dev University, India

? Masters of Economics 2012-2014

Guru Nanak Dev University, India

? MBA

University Canada West (Vancouver)

PRESENT

PROFESSIONALEXPERIENCE

COBS BREAD, TSAWWASSEN 15th September, 2023 to till date

? Sales associate

? Handling Back ground activities in the absence of Manager

SERVICE MASTER CLEAN COMPANY March to 10TH September 2023

? Performed cleaning services at Amazon Tsawwassen near Delta Sea port.

? Lead the team as a leader of the project on weekends.

GURU NANAK DEV UNIVERSITY COLLEGE, JALANDHAR

? Assistant Professor in Economics 2017-2022

? Expert in Quantitative techniques

? Helped students in preparing for competitive exams

? Attended various workshops (National and International)

Customer Service Representative 2014 ? 2017

Aggarwal Store, Jalandhar, India

? Manage large amounts of incoming phone calls.

? Build sustainable relationships with customer accounts through open and interactive communication.

? Provide accurate, valid, and complete information by using the right methods/tools.

? Meet personal/customer service team sales targets and call handling quotas.

? Handle customer complaints, provide appropriate solutions and alternatives within the time limits.

? Keep records of customer interactions, process customer accounts and file documentsn

? Follow communication procedures, guidelines, and policies.

SKILLS

MS Excel, MS Word

Verbal and written communication skills.

Interpersonal skills.

Cash and Card Transactions

Customer Service

Time management

Data Entry

Teamwork

REFREES:-

Chetan Parkash Singh( Supervisor at Service Master Clean Company)Mob-

236-865-9678