



# Bernadeth S Medina

## Work Experience

### Babysitter and Stocks receiver Abu Dhabi, United Arab Emirates

2021 - 2024

- Baby sit
- Receiving the merchandise
- Counting and tallying the merchandise base on the receipt
- Sorting the merchandise
- Distribute the merchandise to the shops
- Follow up available stocks for the both shops

### Client Service Associate One Network Bank Glan, Sarangani Prov

2016 - 2017

- Process payments and withdrawals
- Set up and maintain clients accounts
- Deal with call, emails and face to face inquiries
- Service to clients

### Sales Associate Stores Specialist Inc., General Santos City

2015 - 2016

- Engaging with customers
- Highlighting promotions
- Responding to customer inquiries
- Visual merchandising
- Managing inventory
- Carrying out transactions
- Guiding customers through the buying process

### Cashier SM Mall of Gensan General Santos City

2014 - 2014

- Ringing up sales
- Requesting price checks
- Honoring coupons
- Collecting payment
- Issuing receipts

## Education

### Bachelor of Science in Business Administration Major in Marketing Management

Gensantos Foundation College, Inc.  
General Santos City, Mindanao, The Philippines

## Personal Information



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Sharjah, United Arab Emirates

## Summary

Seeking a challenging opportunity where I will be able to utilize my skills, educational background and ability to work well with people, which will allow me to grow personally and professionally. I am self motivated and able to work both independently and as collaborative team member.

## Personal Details

- 28 October, 1992
- Female
- Filipino
- Single
- English and Filipino

## Key Strength

- Cheerfulness and interpersonal Skills
- Verbal and Written communication Skills
- Teamwork and Collaboration Skills
- Tolerant and Flexible
- Self motivated and Independent