Paulo Lopez Tayag

United Arab Emirates 0525508188 paulo.tayag629@gmail.com



Summary

Highly successful sales professional and comprehensive experience in customer service and foreign exchange institutions. Strength in Sales includes coaching, planning daily sales, handling customer objectives and routing management. Experienced background in foreign exchange, remittances, logistics, and courier and cargo industry. I would like to extend my experienced skill in your company.

PROFESSIONAL EXPERIENCES

Transpoint Express Cargo

Dubai, UAE

Operation Manager

November 2023 – up to present

Warehouse operation including air and sea shipment transaction and administrative works Monitor all the salesmen, drivers, and customers.

Customer service and basic accounting.

Lubestraders Corporation

Philippines

Salesman

February 2022 – May 2023

Responsible for achieving the sales monthly target.

Collect monthly payment dues.

Customer service and execute the monthly programs.

Personal Collection Direct Selling Inc.

Philippines

Business Development Officer

June 2019 – February 2022

Achieve the monthly sales target and recruitment target.

Recruit new dealer and develop to achieve massive income.

Customer service and execute the monthly programs.

LBC Inc.

Philippines

Delivery Associate

August 2018 - February 2019

To deliver the parcels or packages in assigned area and give customer services.

Remit all the collected cash payments after delivering the cash-on-delivery transaction. Logistic operation and document controller.

Coca-Cola Femsa Philippines

Philippines

Pre-Seller (Salesman)

March 2014 – March 2018

To hit or achieve the monthly sales target.

Visit all retail store in my designated area and get their orders.

Customer service and execute the monthly programs.

Asia Ceramics Corporation

Philippines

Firing Leadsman

March 2013 – September 2013

Monitor and receive the finished dried pots from the drying section.

Ensure to the standard operating procedures when cooking the pots.

Transfer the cooked pots to the other department.

Pinov Express Air & Sea Cargo – (Foreign Exchange, Remittance, Courier/Cargo Co.)

Riyadh, KSA

Operation Manager

January 2007 – March 2011

To assist and advise all the clients to give our customer service.

Ensure all agents are being visited and collect cash remit from them every day.

Collect and transfer funds to the banks.

Pinoy Express Hatid-Padala Services, Inc. (Foreign Exchange, Remittance)

Philippines

Bank Liaison Officer

July 2004 – October 2006

Responsible for over-the-counter transactions.

Withdraw cash and transfer to other banks.

Liquidate all the transactions every day.

EDUCATION

1999-2003 Bachelor of Science in Commerce

Major in Business Management University of the Assumption

PERSONAL INFORMATON

Date of Birth : June 29, 1983 Age : 41 years old

Sex : Male
Civil Status : Married
Citizenship : Filipino
Height : 5'5 ½
Weight : 190 lbs

Religion : Roman Catholic

Visa Status : Working / Company Visa