

SARA ROSAS RIVERA

CONTACT



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J5R 0P6

SKILLS

- Efficiently adapted to new technologies and work environments
- Flexible in response to changing project needs
- Quick learners of new software and processes
- Maintained strong client relations
- Promoted a collaborative work environment
- Proficient in: PowerPoint, Canva, Word, Excel, and CodePen

EDUCATION

DEC in Entrepreneurship and small business management

Champlain College

2022 - ongoing

900 Rue Riverside, Saint-Lambert, QC, J4P 3P2

Relevant courses:

- Business communications for entrepreneurs
- Consumer behavior for entrepreneurs
- Fundamentals of direct selling
- Negotiation skills for entrepreneurs
- Integrated marketing communications
- Incubator 2: AI

LANGUAGES

SPOKEN AND WRITTEN

English : Advanced

French : Advanced

Spanish : Advanced

PROFILE

Experienced and driven Sales Representative with proven track record of exceeding goals and increasing sales volume and company presence.

WORK EXPERIENCE

Sales Associate, Retail

Dynamite

2024- Present

- Close sales with a weekly goal of \$4000
- Help an average of 40 customers per day in finding, or selecting items and providing recommendations
- Aided Spanish speaking customers, increasing repeating customers
- Maintain accurate and attractive merchandise displays, ensuring strategic placement of products in order to maximize purchases

Sales Associate, Jewelry

EVRY Jewel

2023-2024

- Welcomed customers with a friendly demeanor and provided advice and knowledge on a variety of jewelry options
- Delivered exceptional customer service, guided customers throughout the purchasing process to ensure their needs were met
- Contributed to the store sales target, being the sales representative with most sales 2 consecutively months
- Built a relationship with clients to ensure loyalty

Sales Associate/Shift Supervisor

Univers Toutou

2021-2022

- Handled online purchases, and answered emails. Responsible for calling back customers and ensuring they receive a good customer service
- Supervised daily operations of the store, including opening and closing procedures and cash handlings
- Helped training new employees and actively gave feedback to improve performance
- Monitored inventory and coordinated orders to meet customers demand