

NOEMI SANTIAGO

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PROFESSIONAL SUMMARY

Sales Representative who consistently meets and exceeds sales targets. Reliable team player and strong communicator.

SKILLS

- Multi-tasking strength
- Product knowledge
- Problem solving strength
- Acquiring clients
- Exceptional customer service
- Merchandising understanding
- Excellent social skills
- Social perceptiveness
- Customer service focus
- Cash register operations
- Fluent in Spanish and English
- Flexible schedule
- Able to persuade others effectively
- Sales expertise
- Strategic sales knowledge
- Consistently meets sales goals
- Interpersonal communication skills
- POS systems knowledge

WORK HISTORY

JANUARY 2016-AUGUST 2017

Organic Nails. INC | Teresa Galvez | Chicago, IL

- Responded to customer requests via telephone and email.
- Helped customers with questions, problems and complaints in person and via telephone.
- Worked multiple portal software and cashier software
- Accounted for all inventory and ordered new stock.
- Cross-sold complementary products and services to customers.
- Identified prospects' needs and developed appropriate responses along with information on fitting products and services.

EDUCATION

2019

William Howard Taft High School, Chicago, IL

- Member of the National Society of High School Scholars
- Top 30% of Class
- Awarded High Honor Roll the past 3 semesters.

LEADERSHIP ROLES

- Captain of the Girl's soccer and basketball team
- Mentored multiple freshman and led them to obtain better grades
- Treasurer of the Church's youth group being in charge of a group

of 5 people to raise funds

VOLUNTEER WORK

- Freshman Connection
- Raise The Grade
- Mentor Eagles