CURRICULUM VITAE

NAME : KATONGOLE WILLIAM

Nationality : UGANDAN

BIRTHDATE : 14TH APRIL 1991

PRACTIONER : SALES AGENT

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PERSONAL SUMMARY

A highly competent, motivated and enthusiastic business man with experience of working as part of a team in a busy organization and environment. Well organized and proactive in providing timely, efficient and accurate business and entrepreneur support to different projects and work colleagues. Approachable, well presented and able to establish good working relationships with a range of different people. Possessing a proven ability to generate innovative ideas and solutions to problems. Currently looking for a suitable position with a reputable and ambitious company

Academic qualification

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| --- | --- |
| Institute | Award |
| Nansana secondary school | Uganda Certificate of Education (2009) |
| Old Kampala senior secondary school | Uganda Advanced Certificate of Education(2011) |
| Ndejje University | Diploma in journalism and Mass communication (2016) |

WORK EXPERIENCE

Sales Agent

MSK Limited company

Zai Plaza Luwumu Street Kampala

2012-2017

Duties:

* Selling products and services using solid arguments to prospective customers.
* Performing cost-benefit analyses of existing and potential customers.
* Maintaining positive business relationships to ensure future sales.
* Reaching out to customers through phone calls, phone messages and emails.
* Analyzing the market’s potential, track sales and status reports together with a continuous feed back.
* Supply management with reports on customer needs, problems, interests, competitive activities, and potential for new products and services.

AREAS OF EXPERTISE

* Relationship building
* Product knowledge
* Customer needs analysis
* Time management
* Administrative support

KEY WORK SKILLS

* Able to handle confidential information with a high level of professionalism and discretion
* Strong knowledge of Microsoft Office products
* Proactive, flexible and a strong decision making ability
* Great interpersonal skills and the ability to interact with staff at all levels
* English, Full professional proficiency
* Detail-oriented
* Working knowledge of mass media and communication
* Strong internet skills

REFREES

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