

Peter Chan Tai Man

Manager

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OBJECTIVE

e.g. Proactive, customer-orientated retail professional with over 4 years of experience in reputable shops. Received 3 'Passion Awards' for delivering outstanding service and have consistently surpassed my target KPIs for mystery shoppers.

EXPERIENCE

Hong Kong
Jun 2020 – current

Manager

ABC Company Limited

- Organized and hosted VIP events
- Handled customers' data
- Provided all-rounded administrative support

Hong Kong
Jan 2018 – May 2020

Assistant Manager

DEF Company Limited

- Data analysis
- Handled customers' data
- Provided all-rounded administrative support

EDUCATION

Hong Kong
Sep 2016 – May 2020

Bachelor of Business Administration with Honours in Business Management

BBA University

Presented the XXXX Award

SKILLS

- Customer assistance
- Photoshop

LANGUAGES

- Proficient in Chinese and English