

# LEONARDO ZEA REYES

## PROFILE

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I am a highly motivated individual who have worked in marketing and retail sales at shops. I have always been working organised and responsibly at any task entrusted, improving either personally and professionally. Always approachable, cheerful and possessing good observation skills as well as the ability to work alone or as part of a team, I am organised and I have important skills working with customers.

## PROFICIENCY

Retail  
Marketing  
Sales advisor  
Customer service oriented  
Cashier  
Production and organization  
of events

## WORK EXPERIENCE

**06/2014 - current: Penneys (Primark).** Dublin.  
**RETAIL ASSISTANT**

### Duties

- Customer Service, easy, care and fun
- Cashier
- Keep the work environment tidy and sorted
- Focus on big sales

## PROFESSIONAL

Microsoft Office  
Adobe Master Collection  
(Photoshop, InDesign)  
AutoCAD  
SketchUp

**03/2014 - 06/2014: TTT** (thirtythreetrees) Landscape, Architecture. Dublin. (Internship). **ASSISTANT MANAGER**

### Duties

- Multidisciplinary practice
- Drawings, Rendering

## PERSONAL SKILLS

Team player  
Self-awareness  
Problem Solving  
IT skills  
Hand Sketching  
Driving License

**10/2011 - 04/2014: Lacoste,** Andares Shopping Centre, Guadalajara. México  
**SALES ASSISTANT**

### Duties

- Customer service
- Team organization
- Marketing
- Billing
- Stock management
- Store procedures
- Folding clothes

## ACTIVITIES

Volunteer Dublin Fashion  
Festival  
Volunteer at Pan-American  
Games Guadalajara 2011  
Volunteer "TECHO" (seeks to  
overcome poverty in slums)  
Member of Architects  
Institute of Jalisco State  
Member of Atlas Chapalita  
Sports Club

**01/2009 - 10/2011: Pepe Jeans London.** Andares Shopping  
Centre. México  
**SALES ADVISOR**

### Duties

- Handle money and complete transactions
- Customer service
- Recommending and offering different types of product
- Stock merchandise

## EDUCATION

University of Guadalajara. BA in Architecture. 2009-2013