

Amahle Foyo
CURRICULUM VITAE

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Identity Number: 9610170296088

Nationality: South African

Language Proficiency: IsiXhosa, English

Gender: Female

Race: Black

Driver License: None

EDUCATION

Matric at THOZAMISA S.S.S

Year: 2017

N6 CERTIFICATE: MARKETING MANAGEMENT

Year: 2022

Institution: Northlink college

Majors: Sales management, Marketing communication ,Marketing research

WORK EXPERIENCE

OCCUPATION: MEDICAL SALES REPRESENTATIVE INTERN

YEAR: NOVEMBER 2022- OCTOBER 2023

ORGANISATION: MEDTRONIC AFRICA

DUTIES: Promotes and sells Medtronic's products and services within Western Cape and /or specific customer accounts to meet or exceed sales targets.

- Responsible for developing, building, and strengthening long-term relationships with stakeholders including distributors and healthcare professionals.

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- Responsible for pursuing leads, assessing needs, and providing product services to maximize the benefits derived from Medtronic's products and services.
- Promotes and establishes education of the company's products and services.
- Conducts market research including customers and competitor's activities.
- Implements market development plans/strategies and changes as needed.
- Communicates customer feedback on new products and modifications to existing products or applications to internal stakeholders including R&D, Operations and Marketing

OCCUPATION: SALES AGENT

YEAR: JUNE 2022– OCTOBER 2022

ORGANISATION: OUTSURANCE

DUTIES: I was selling funeral policies

- Attend to client queries and complaints
- Work towards achieve and exceed targets of 2 sales per day.
- Client/policy retention
- To motivate them psychologically.
- Tell clients about the benefits of the cover
- Capture policy details accurately

OCCUPATION: Cashier

YEAR: November 2021 – December 2021

ORGANISATION: MAKRO

DUTIES: Collect payments whether in cash or credit

- Issue receipts, refunds, and change items
- Scan goods and ensure pricing is accurate
- Bag purchases if needed
- Processes return transactions
- Resolves customer issues and answer customer questions
- Register sales on a cash register by scanning item, itemizing and totaling customer purchases

OCCUPATION: Electoral officer

YEAR: November 2021 – November 2021

ORGANISATION: IEC

DUTIES: Compile and certify the electoral rolls

- Process and count votes
- Declare the results
- Receive nominations ,candidate profile statement, and required deposits
- Investigate possible offences and report alleged offences to the police
- Publish any public notice relating to elections and polls and the calling of nominations

OCCUPATION: ASSISTANT TEACHER

YEAR: OCTOBER 2020 – APRIL 2021

ORGANISATION: DUM-DUM SENIOR PRIMARY SCHOOL

DUTIES: I was assigned to work with grade 4-7

- Getting classrooms ready for lessons.
- Invigilating when learners are writing exams.
- Helping the learners who need support to complete tasks.
- Helping the teachers organize lesson plan and complete records.
- Assist teachers with photocopying of question papers
- Helping teachers with marking exam papers
- Listening to children read

KNOWLEDGE AND SKILLS

- Filing skills, Communication skills, Ms Office, Planning skills, Inter-Personal Relationship skills, Presentation skills, Negotiation skills, Good Telephone Etiquette, Leadership skills, Empathy skills, Stress management, and Decision making

REFERENCES

1. Ms Carina Fritz
Territory Manager: Medtronic Africa
(C) 083 271 7986
2. Ms Zama Mkhize
Team manager: Outsurance
(C) 060 894 2756
3. MS Tracy
Agent manager: Makro(retail solutions)
(C) 066 518 6345
4. Ms Sinazo Mateyise
Voters roll officer: IEC
(c) 073 834 3227
5. Ms Nompumezo
Secretary: DUM-DUM SENIOR PRIMARY SCHOOL
(C) 071 063 6851