









ABELARDO ALDAIR RAMIREZ EDGAR

CONTACT

-  PASEOS DEL CARIBE CALLE SAYIL, MZ.19 LT 17A, 77535, Cancún, Benito Juárez
-  9983009528 / 9983009528
-  aldair.ramirez.edgar@gmail.com
-  22/05/1998
-  Mexicana
-  Soltero

SKILLS

- Organizational Capacity
- Attention to detail
- Good command of Office software (Word, Excel, Power Point).
- Platforms emphasized to the tourism (RESORTCOM, RCI International, SABIO, among others)
- Flexibility and adaptability
- Empathy
- Social Skills

LANGUAGES

Español: Idioma nativo

Inglés:  B2
Intermedio alto

ADDITIONAL INFORMATION

- Recognition as a Diamond 2022 leader by RCI for good management and performance in service to the travel exchange company.
- English B2 certified by APTIS in December 2019 (currently I am still in courses to improve my learning).
- LinkedIn profile:
www.linkedin.com/in/aldair-ramirez-edgar-7ba336147/

PROFESSIONAL SUMMARY

- I consider myself constant in my projects, responsible and methodological to meet the main objective with adaptation in the process, I aim to apply my knowledge and skills acquired during my professional life to provide good service to the company and as well acquire more work experience.
- I have the experience of both worlds, I perform very well in the economic-administrative areas, as well as in the area of sales considering my strong area to be able to perform, since I was a child I always had contact with the sale to the hotel industry and other institutional clients (furniture) by my parents, so I have extensive experience in direct sales, closing contracts and service before, during and after the conclusion of a contract.
- I consider myself a very competent person, who is not afraid of challenges and who is always looking for a way to overcome difficulties in order to achieve objectives. I am very motivated by the achievement of goals, therefore I am always looking for achievements and opportunities.

EDUCATIONAL TRAINING

Bachelor of International Business Economics: International business, 2020

UNIVERSIDAD DEL CARIBE – CANCUN Q.ROO

Graduated with a Bachelor's degree in International Business with a major in foreign trade.

EMPLOYMENT HISTORY

BUILDING ADMINISTRATOR

03/2020 - 09/2020

INMUEBLES AEDIFICAT – Cancún, ROO

- I worked as administrator of the Atlantis building, in charge of administrative tasks such as rental of premises (prospecting, negotiation), collection of rents, preparation of contracts, supervisor of new projects within the building, preparation of invoices, checks and check policies

AUDITOR

07/2021 - 09/2023

COSNSTRUCTORA VILLA DEL PALMAR CANCUN-TAFER RESORT MANAGEMENT –

Cancún, ROO

- Responsible for the review and procedures by the administrator of the memberships supervising the correct sending of contracts, as well as reconciliations between all the platforms of affiliated companies outside the corporate, as well as providing support to management of attention to partners, clarifying specific doubts of their memberships for the satisfactory closing of CRM'S.
- Conducting operational, compliance and inventory audits.
- Market and individual customer prospecting.

SALES AGENT

10/2023 - 01/2024

EUROPCAR – Cancún, ROO

- I worked in the sales area, giving a correct advice to customers when choosing one of our various products with a correct segmentation according to the needs (leisure/work) exceeding the service expectations offered by the company.

BILBO INTERNATIONAL - Cancún, ROO

- Currently working in the commercial area with special attention to corporate accounts (hotel chains) in the southern area of the country, giving attention to key accounts and at the same time recovering inactive clientele, as well as reaching the billing goals set by the corporate monthly, as well as prospecting for restaurant and hotel chains scheduling appointments for the product offering, negotiating special rates through the purchase volumes.
- Management and development of the portfolio in charge.
- Negotiation and closing of commercial agreements.
- Implementation of the commercial strategy and analysis of the results obtained.