



ZULAY PADRON RAMIREZ

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Professional Summary:

Professional manager administrator, experienced in coordinating chains of stores, sales, contability, inventory and staff training and supervision. With strong skills in all selling methods. Proven leader, efficient in working under pressure situations. Pursuing positions that result in fresh experiences.

Skills:

Polished-experimented chief - Strategic- boss seller - Quality teamwork counselor - Multidisciplinary organizer - Great computer abilities (Word, Excel, Profit System) - Natural-talented business relationship expert - Brilliant communication skills.

Work History:

- **HOTEL EL TAMA Housekeeping** San Cristóbal, Edo. Táchira, Venezuela 1/1995 to 6/1998 Tidy en clean rooms by grouping tasks and using a mental time.

Cashier and Seller at Rex Stores, branch store San Cristóbal, Edo. Táchira, Venezuela (12/1998 Seasonally 12/1999)

- Accurately served costumers.
- Responsible charged costumers buying products.

Shop Assistant at Rocky Stores – Shoes Store, San Cristóbal, Edo. Táchira , Venezuela. (1/2000 to 12/2002)

Sales Manager at La Elegancia shoes store Aragua, Venezuela (01/2003 to 04/2005)

- Responsible of all staff, induction, training and supervision.
- Ordered and carefully classified the inventory manually with every item.
- Counted and tagged products manually
- Set strategically products exhibition
- In charged of contability, daily review of balances, punctually elaborated and documented bank deposits, filled successfully up-to-date taxes billboards (M.P.P.S; Ministry of the popular power for the social process of labor, I.N.P.S.A.S.E.L.; Prevention national institute, health and labor security)

Chain of Stores Supervisor at tiendas K'ren, Aragua, Venezuela (09/2005 to 17/02/2025)

- Orientation and requests to the stores managers, together we have efficiently kept up-to-date assignments from the general manager.
- Staff instruction, we have been accomplishing assigned selling goals according to the demanding statistics from the president of the whole company.
- Systematic contability, timely executed taxes billboards Mayor's office of the city. Parafiscal charges, social insurance, I.N.C.E.S (Socialist Education and Capacitation National Institute), F.A.O.V. (Obligatory Saving Fund for Housing).

- Clever Marketing items exhibition, continually improving and changing marketing strategies, always adding hot offers with attractive prices, stunning cleaning and aesthetic items organization in glass cases.
- Exact and Accurate inventory, heading products auditing in good timing, verifying missing and sold out items to prompt replacements previously requested from the main warehouse of the company.
- Massage therapy, weekend home based work in Aragua, Venezuela 01/2024 to the present.

Education:

Spanish – native
English – intermediate
Massage Diploma