



Debra Louise Meth

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am looking for a job in a Sales position.

I strongly believe I would be an asset to your company.

I am a very hard worker and can work well under pressure.

I believe that I can face challenges and overcome them.

I am good with dealing with people and believe that I could sell your product well.

Preferred occupation	Sales Rep Sales jobs
Preferred work location	South Coast (Ugu) KwaZulu-Natal

Contacts and general information about me

Day of birth	1967-06-13 (56 years old)
Gender	Female
Residential location	South Coast (Ugu) KwaZulu-Natal
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period **nuo 2014.12 iki 2016.11**

Company name DLP RECRUITMENT (PTY) LTD

You were working at: Other jobs

Occupation Owner

What you did at this job position? Recruitment and selection of Staff – Clerks, Executive Secretaries, Factory staff, Management, Sales, engineering, artisan medical and technical placements. Canvassing for new business daily, client negotiations, typing cv's interviewing applicants. Tele referencing candidates. Calling on all Corporate Company's

Working period **nuo 2013.08 iki 2014.12**

Company name PROMOGIFTS CC

You were working at: Other jobs

Occupation Owner

What you did at this job position? Corporate Gift Key Accounts. Dealing direct with Financial, HR, Marketing directors and procurement managers, daily costing of orders, calculations, negotiations, dealing with numerous suppliers locally and internationally, telephonic orders and customer liaison, assisting customers with creating new and trendy slogans/logos for their advertising, assisting customers with choosing corporate or promotional gifts or clothing for their various events of conferences, acquired clients: Sun International, Netcare Hospital Group, Municipalities, Ithala Bank, SARS etc all on a National Basis. Sourcing new products local and international, negotiating better pricing from suppliers, monitoring the companies GP daily, costing mark-up spread sheets, debtors, creditors, cashbook, internet transfers, banking. Handle all on line catalogues and sending visuals to customers. Extensive correspondence daily

Working period **nuo 2012.02 iki 2013.07**

Company name DIPCO GROUP – DURBAN

You were working at: Managers

Occupation Factory Manager

What you did at this job position? General Management functions and National Key Accounts, running of the entire company, office and factory staff, control sales and marketing, local and international liaison. This Company consisted of a Johannesburg Factory and Durban Factory for promotional product full colour printing. A printing system factory, patented printing systems and production lines are manufactured. Showroom and admin office. Companies are: Dipco, Uprint, Nicofime, Directly Digital. I was also asked to open a recruitment agency for them from scratch, which I did and in the first month I did placement of R280,000 net profit. I was basically in charge of all of these companies when the Directors were away. Typing of all correspondence, invoices, quotes, marketing letters, data base management. Designed marketing bulk mail shots. Liaised with china and Australia via Skype and correspondence. Calling on all Corporate Company's, dealing direct with Financial, HR, Marketing directors and procurement managers, daily costing of orders, calculations, negotiations, dealing with numerous suppliers locally and internationally, telephonic orders and customer liaison, assisting customers with creating new and trendy slogans/logos for their advertising, assisting customers with choosing corporate or promotional gifts or clothing for their various events of conferences, acquired clients: Sun International, Netcare Hospital Group, Municipalities, Ithala Bank, SARS etc all on a National Basis. Sourcing new products local and international, negotiating better pricing from suppliers, monitoring the companies GP daily, costing mark up spread sheets, debtors, creditors, cashbook, internet transfers, banking. Handle all on line catalogues and sending visuals to customers. Extensive correspondence daily.

Working period **nuo 2004.01 iki 2011.12**

Company name PROMOGIFTS CC

You were working at: Other jobs

Occupation Owner

What you did at this job position? Corporate Gift Key Accounts. Dealing direct with Financial, HR, Marketing directors and procurement managers, daily costing of orders, calculations, negotiations, dealing with numerous suppliers locally and internationally, telephonic orders and customer liaison, assisting customers with creating new and trendy slogans/logos for their advertising, assisting customers with choosing corporate or promotional gifts or clothing for their various events of conferences, acquired clients: Sun International, Netcare Hospital Group, Municipalities, Ithala Bank, SARS etc all on a National Basis. Sourcing new products local and international, negotiating better pricing from suppliers, monitoring the companies GP daily, costing mark-up spread sheets, debtors, creditors, cashbook, internet transfers, banking. Handle all on line catalogues and sending visuals to customers. Extensive correspondence daily

Working period **nuo 2003.05 iki 2003.12**

Company name PRESTIGE CLEANING SERVICES – BIDVEST DURBAN

You were working at: Managers

Occupation Business Development Manager

What you did at this job position? Commercial, Industrial & Building industries Monthly, Annual Marketing plans & target accounts Chair & organize Network meetings with sister Companies i.e. Steiner, Magnum Shield Security, First Garment Rental, Commercial Sundries etc. called on all Architects, property developers, shopping centres, offices clocks, did site surveys, etc, Special events coordinator – Golf Days, Comrades Marathon, Night Racing etc. Extensive canvassing for new business in both Commercial & Industrial sectors, Conducted Market Surveys, Tenders & Client Presentations Writing own correspondence, costing proposals & formatting proposals etc. manage cleaning team, supervise and train staff

Working period **nuo 2001.09 iki 2003.04**

Company name DIPCO/NICOFTIME PRINTERS – DURBAN

You were working at: Accountants

Occupation National Key Accounts

What you did at this job position? I was their only rep – Increased Regional sales to National from R25,000 to R180,000. Successfully closed deals with Vodacom, Teljoy, MTN & Cell C. Also sold/delivered/called on all Bad Boy/Girl stores, Sharks Sneakers & Game stores. Implemented areas, Order forms, Spreadsheets, Salary advises, Ran the stores & smooth flow of the Production staff (12) Extensive canvassing for new business. Being the only sales person travelled extensively from Durban to Richards bay, Margate, Pietermaritzburg, Cape Town, Bloemfontein, Johannesburg, Nelspruit, Pietersberg, Pretoria, Witbank and Rustenburg. Started as a consultant progressed to Sales Manager & Marketing, Public Relations. Expanded Territorial sales by 80% organized all functions, advertising and socials, training all new consultants, team management. Extensive correspondence daily of CV's, references etc.

Working period **nuo 1990.12 iki 2001.08**

Company name PLATINUM PLACEMENTS

You were working at: Other jobs

Occupation Owner

What you did at this job position? Recruitment and selection of Staff – Started this business and grew it steadily. I had 6 consultants working for me in Edenvale. I fully trained each consultant from scratch. We handled placements from Clerks, Executive Secretaries, Factory staff, Management, Sales, engineering, artisan medical, Senior management, directors and IT technical placements. Canvassing for new business daily, client negotiations, typing cv's interviewing applicants. Reference checks on all candidates. Calling on all Corporate Company's day to day running of the business. Invoicing, dealing with suppliers and negotiating with clients

Working period **nuo 1987.02 iki 1990.11**
 Company name PEOPLES PERSONNEL
 You were working at: Other jobs
 Occupation Recruitment Consultant/PRO

Working period **nuo 1985.01 iki 1987.01**
 Company name NEDCOR GROUP –CARD DIVISION JHB
 You were working at: Accountants
 Occupation Receptionist - Suspense Accounts Clerk

Education

Educational period **nuo 1982.01 iki 1984.12**
 Degree Grade 10
 Educational institution FOREST HIGH SCHOOL (JHB)

Educational period **nuo 1985.01 iki 1985.12**
 Degree Professional Qualification
 Educational institution NEDBANK
 Educational qualification Clerical course, PABX switchboard course, Telex Course, Filing & Suspense Accounts course

Educational period **nuo 1990.01 iki 1990.12**
 Educational institution A.P.S.C.
 Educational qualification Affiliated member Certificate – Associate of Personnel Service Consultants

Educational period **nuo 1988.01 iki 1988.12**
 Degree Professional Qualification
 Educational institution DAMELIN COLLEGE
 Educational qualification Lotus 123 / Wiz wig spread sheets

Educational period **nuo 2003.01 iki 2003.12**
 Degree Professional Qualification
 Educational institution SETA SERVICES
 Educational qualification Sales and service techniques, feasibility & Solutions, Cleaning management and team cleaning

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Afrikaans	good	good	basic

Computer knowledge

Microsoft Word, Excel, Power Point, Access and Outlook Express

Incredimail

Touch base Pro

Claris Works

Word Perfect

basic Quick Books

Additional information

Salary you wish 4000 R per month

How much do you earn now 1000 R per month