**Tora Taro**

Email: torataro@gmail.com

 Phone: 0400-111-222

Address: Unit 401 / 303 Pitt Street Sydney NSW 2000

**Profile**

Objective: Seeking a professional role in a marketing company, to whom I can offer previous business experience, excellent team work and strong communicational skills in Japanese.

Availability: Until January 2018 (Working Holiday Visa).

**Key Skills**

・Microsoft Office; Word, Excel, Power Point

・Social Welfare to be able to help challenging people

・A lot of communication experiences with international cusotmers

**Education**

2011 Advanced Course ― General English

Ability English, Sydney New South Wales, Australia

2005 to 2009 Bachelor of Business and Marketing

University of Chiba, Chiba-City Japan

2001 to 2004 General Studies

Kumagaya High School, Kumagaya-City Japan

**Working Experience 1**

Docomo Ltd, Tokyo, Japan

Sales Assistant

April 2004 to August 2005

・Completed customers service training course

・Trained and supervised new sales staff in cash handling and customer service

・Awarded “Employee Of The Month” in June 2004

**Working Experience 2**

Toshiba Services Ltd, Tokyo, Japan

Information Officer

 April 2001 to March2002

・Consistently met and exceeded sales targets during peak service times

・Worked as a manager of Minaktoku-Branch store

・Accomplished the best sales record in September 2002.

**Working Experience 3**

Saizeiriya Restaurant, Chiba-City, Japan

Waiter

August 2007

・Organized customers booking

・Took care of customers’ orders

・Dealt with opinions and complains as a cheif

**Activities and Interests**

Sports

・Softball

Travel

・Visited Canada to learn Canadian life style.

・Visited the United States to enjoy American culture.

・Visited Korea so my parents could experience overseas travel.

・Visited Indonesia to meet my Indonesian friends.

**Languages**

Japanese ― Native / English ― Fluent