



# LEA NEIL R. SANCHO

## Marketing and Sales Associates

Energetic, Hardworking and self motivated towards achieving my goal. Efficient and confident while working both individually as well as a team. easily to adapt new environment and technology. A positive attitude to adapt any circumstances to bring out the best with available resources with communication skills.

## CONTACT

☎ 09094085991

✉ leaneilsancho1995@gmail.com

📍 50 Brgy. Oranbo Pasig City

## SKILLS

### Negotiation



### Customer Satisfaction



### Ms. Office Literate



### Product Knowledge



### Customer Service Skills



## REFERENCE

### ELLEN TALADRO

Procurement Officer  
Taisho Pharmacuetical  
09958111912

### DANNAH LEIGH DAYAO

General Manager  
Cool Planet Builders  
09176342430

### Cheslyn Tesoro

Marketing And Sales Associate  
MEDICAL BENEFIT  
CLEARINGHOUSE INC.  
09668962693

## WORK EXPERIENCE

### COOL PLANET ELECTRO MECHANICAL WORKS INC.

#### Administrative Assistant

Dec 2022 - Dec 2023

Handling Accounts. Record keeping, preparing Monthly disbursement, Preparing manpower salary. Cold calling, site visit. Project monitoring

### D&R AIRCONDITIONING SERVICES

#### Sales Agent

Feb 2024 - Jan 2025

Handling accounts, Client scouting, record keeping handling philgeps, handling social media accounts

### MEDICAL BENEFIT CLEARINGHOUSE INC.

#### Marketing And Sales Associate

Jun 2025 - Dec 2025

Handling accounts, Record keeping, Markering plan, Handling philgeps, Cold calling, Participate Government Bidding, attending monthly marketing meeting, liquidations

## EDUCATION

### Primary Education

#### F.Y SALUMBIDES ELEMENTARY SCHOOL

Dec 2001 - Jul 2006

### Secondary Education

#### SANMANDEL CAR NATIONAL HIGH SCHOOL

Jul 2007 - Jul 2011

### BSBA-Major In Financial Management

#### SOUTHERN LUZON STATE UNIVERSITY

Jun 2013 - Jun 2015

### BSBA-Major In Marketing Management

#### DALUBHASAAN NG LUNGSOD NG SAN PABLO

Jun 2018 - Jun 2022

