

VALERIO GASPARI



Contact details:

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PERSONAL STATEMENT

An highly motivated and hardworking individual. As an experienced account and export manager, my tenacious and proactive approach resulted in a record of outstanding results. My excellent networking skills and client relationships have provided my team and organization with vital client leads, new business and meeting targets. My career goal is to assume a new challenge, which will allow me to take my study into practice. Finally, I would like to have the opportunity to join a well respected team where I can bring value and deliver success.

COMPETENCIES

- Business Acumen
- Stakeholder management
- Adaptability
- Resilience
- Agile
- Thorough
- Analytical
- Organizational
- Project management
- Leadership
- Excellent communication skills and proficiency in three languages (English, Spanish and Italian)

EXPERIENCE

Assistant Manager and Sales Consultant – Jewellery Galleria (Sydney, Australia)

Febraury 2019 – ongoing

- Achieve targets and present sales objectives;
- Provide excellent costumer service, positively manage and nurture client relationships;
- Follow up on after sales service/ follow repair process from start to finish;
- Assist the manager and staff with administrative duties and stock control;
- Maintain the aesthetic quality of the store;
- Hand invoices and VIP client records;

Administrator and Account Manager – LaMerWellbeing, (Sydney, Australia)

October 2017 – Febraury 2019

- Management staff members to provide smooth daily operations of three centres in order to ensure the best service for educational and wellbeing classes;
- Supervision and engagement in the students activities on a daily base;
- Reports and resource planning;
- Creating and maintaing excellent relations with costumers;
- Social media and newsletters managemet;
- Invoicing and general accounting oparatios;
- Database management and bookkeeping;

Export Manager and Sales Consultant – To Be Packaging (Bergamo, Italy)

June 2012 – August 2017

- Management and development of business through existing clientele, negotiating contracts and agreements;
- Generating and building new business at international tradeshows;
- Achievement of semester economic targets and delivery of monthly performance reporting (Sales & Revenue, Cost vs benefit);

- Team work aimed to identify new potential growth opportunities by market researches;
- Overseeing client escalations and implementation of remediation strategies;
- Ensure the timely and successful delivery of our products according to customer briefing;
- Planning and organisation of promotional newsletters to existing clientele;
- Lead Generation and new business via national and international trade shows.

Real Estate Manager – London Flats LTD (London, England)

September 2011 – June 2012

- Lead point of contact for all client enquiries;
- Accommodation management and lead advice point for choice of program study to new and existing clients;
- Responsible for the Italian and Spanish market;
- Business Development and new lead generation through existing clientele and digital platforms;
- Delivery of Strategic planning initiatives to help business deliverables;
- Engagement point for UK Real Estate companies for client accommodation placements.

Lecturer (Italian) – University of Utrecht (Utrecht, Netherlands)

September 2010 – March 2011

- Development of key learning concepts to address the challenges in lexical and cultural elements in English and Italian to target improvement in verbal and written communication skills;
- Development of engaging learning material for effective students learning both periodical and ad-hoc;
- Encouragement and promotion of healthy dialogue and exchange of ideas in classroom;
- Student evaluation and progress report analysis;
- Led and contributed to periodical and ad-hoc strategic learning initiatives to address negative and positive aspects of students' learning experience.

EDUCATION

- ***Master in Modern Languages for Communication and International Cooperation***

University of Bergamo (Bergamo, Italy) - October 2009 – June 2011

- ***Visiting Student Program***

University of Seville (Seville, Spain) - January 2010 – June 2010

- ***Batchelor of Art and Literature (Foreign Languages)***

University of Bergamo (Bergamo, Italy) - October 2005 – March 2009

- ***Student Exchange Program***

University of Hull (Hull, England) - September 2007 – June 2008

- ***High School Diploma***

Arts Highschool of Bergamo (Bergamo, Italy) - September 2000 – July 2005

INTERESTS

Arts, Sports, Reading, Cooking

REFEREES

Provide upon request