

Arturo Garzón de Acha

Sales and customer service

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Profile

Salesperson and receptionist, bilingual in Spanish and English. I sold NFC products in Monterrey and ran the front desk for a destination wedding company. I now live in Melbourne and am studying a Certificate IV in Entrepreneurship and New Business.

Experience

May – Sept 2026

Salesperson

NFC Link, Monterrey, Mexico

- Matched customers with NFC products based on their budget and the features they needed.
- Answered questions before the sale and followed up until the customer decided.
- Found add-on and upgrade opportunities during sales conversations.
- Kept in touch with customers after the sale, which brought repeat business.

Oct 2024 –
June 2025

Front Office Receptionist

Top Weddings On The Beach, Monterrey, Mexico

- First point of contact for couples and guests at consultations and venue visits.
- Handled calls, email and inquiries, and passed each one to the right event staff.
- Ran the front desk calendar: appointments, venue tours and consultations.
- Confirmed bookings and client details so each event ran without surprises.

Education

Oct 2026

Certificate IV in Entrepreneurship and New Business

Original Campus, Docklands, VIC

In progress, finishing Oct 2026

Skills

Sales

Sales process, Objection handling, Upselling, Follow-up

Customers

Customer service, Relationship building, Active listening, Front desk and scheduling

Languages

Spanish

Native

English

Bilingual