



ADONAY TESFAMARIAM

PROFILE

As a recent biotechnology bachelor's degree graduate, I provide a solid technical background together with outstanding communication and organizational abilities. I can apply my academic experience to a receptionist position since it has given me a pro active approach, problem-solving skills, and an acute attention to detail. I am skilled at multitasking, performing administrative responsibilities, and politely and professionally engaging with clients and guests. In a receptionist role, I am excited to contribute to a team, optimize operations, and deliver outstanding customer service since I have a positive outlook and can adjust to changing circumstances.

WORK EXPERIENCE

● ADVANCED BIOTECHNOLOGY CENTER

01-02-2024 - 31-05-2024

Food and Environmental Laboratory Technician

- Processing and analysis of food, water and air samples by using microbiological techniques.
- Assisted in processing food and water samples for DNA based testing.
- Assisted in processing water samples for chemical analysis.
- Sterilization of Lab wares and utensils
- Test result compilation and report preparation.

● NAN FZE

01-03-2022 - 28-01-2024

Sales Representative

- Developed and maintained strong relationships with new and existing clients to drive sales and enhance customer loyalty.
- Conducted product demonstrations and presentations to potential customers, effectively communicating features, benefits, and pricing.
- Managed customer inquiries, provided solutions, and ensured the timely delivery of products or services.
- Achieved and exceeded sales targets and goals, consistently meeting or surpassing monthly and quarterly quotas.
- Negotiated contracts and terms with clients, ensuring mutual satisfaction and long-term partnerships.
- Prepared and presented sales reports to management, analyzing performance and identifying areas for improvement.
- Stayed up-to-date with industry trends, product knowledge, and competitor activity to effectively address customer needs.
- Delivered exceptional customer service, resolving issues and complaints with professionalism and a focus on client retention.

COURSERA ONLINE COURSE

1) Copenhagen university: Air Pollution	Oct 2022 - Dec 2022
2) Mc Master University: DNA Decoded	Feb 2023 - Jun 2023
3) Jhon Hopkins University: Understanding Cancer Metastasis	Oct 2022 - Dec 2022
4) Kentucky University: Chemistry	Oct 2021 - Dec 2021
5) University of Toronto: Bioinformatics method 1	Feb 2023 - Jun 2023

CONTACT

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EDUCATION

2021 - 2024

MANIPAL ACADEMY OF HIGHER EDUCATION, DUBAI

- Bachelor of Science in Biotechnology

SKILLS

- Project Management
- Attention to detail
- Exceptional organizational skills
- Customer service skill
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

LANGUAGES

- English (Intermediate)
- Amharic (Fluent)
- Arabic (Basic)