

Name
Address

Professional Email Address

Home Phone

Work Phone

Objective: Assistant managerial position with the potential of leading to a store location managerial position.

Education:

Orangeburg-Calhoun Technical College Associate degree in General Business May 2015
GPA: 3.887

Professional Profile/Special Skills: Over nine (9) years of experience in retail management and sales experience. Proficient in Windows 7, Word, Access, Excel, PowerPoint.

Related experience:

Kohl's Managerial Internship Jan.-May 2015

- Assisted store manager in supervision of all employees of store
- Trained in all departments of store to become familiar with all aspects of Kohl's
- Attended leadership conference in March 2015

Wal-Mart Men's Clothing Department Manager Jan. 2013-present

- Supervise men's clothing department sales clerks
- Organize/check timesheets of department
- Maintain inventory list; increased efficiency of inventory supply by 15%
- Stock new items
- Assist in cashiering when needed

Whit Ash Furniture Sales consultant Oct. 2006-Dec. 2012

- Sold furniture to customers
- Wrote up orders for furniture
- Worked extra to assist owner and manager to learn more about management skills

Organizations:

Phi Theta Kappa Spring 2014-present

SIFE Fall 2013- present

Student Advisory Board Fall 2014-present

Honors:

Dean's List Summer 2014, Fall 2014, Spring 2015

Student Leadership Award Phi Theta Kappa Conference 2014

Employee of the Month Whit Ash Furniture: Jan. 2007, June 2009, March 2011, October 2012

Employee of the Month Wal-Mart: June 2013, November 2014