

## SALES ASSOCIATE

### Skills

- Teamwork
- Problem Solving Skills
- Strong Work Values
- Leadership Skills
- Dependability

### Relevant Experience

- Customer service oriented Upselling Opening and closing procedures Creative Accomplishments Employee of the Month, Sep 2015.

### Experience

03/2016 to 06/2016

Sales Associate Company Name 1/4 City , State

- Answered questions regarding the store and its merchandise.
- Greeted customers and ascertained customers' needs.
- Helped customers with questions, problems and complaints in person and via telephone.
- Organized racks and shelves to maintain the visual appeal of the store.
- Verified that all customers received receipts for purchases.
- Developed positive customer relationships through friendly greetings and excellent service.
- Served as a peer coach for new sales associates.
- Created visual marketing and styled window displays.

04/2015 to 11/2015

Cashier/Server Company Name 1/4 City , State

- Consistently provided professional, friendly, and engaging service.
- Examine plates to ensure that they contain required items.
- Load plates with accessories such as eating utensils, napkins, or condiments.
- Take food orders and relay orders to kitchen.
- Stock service stations with items such as ice, napkins, and straws.
- Assist customers by providing information and resolving their complaints.
- Greet customers entering the establishment.
- Maintain clean and orderly checkout areas and complete other general cleaning duties, such as mopping floors and emptying trash cans.
- Receive payment by cash, check, credit cards, vouchers, or automatic debits.
- Guided guests through menus while demonstrating thorough knowledge of the food, beverages and ingredients.

12/2016 to Current

Key Holder Company Name 1/4 City , State

- Displayed pieces in visually appealing manner.
- Answered phones with professionalism.
- Described merchandise and services to customers.
- Answered questions and resolved concerns.
- Responded to safety and loss prevention incidents.
- Organized in-store promotional events.
- Maintained store in clean and neat manner.

### Education and Training

Dec 2015

High School Diploma Derby High School 1/4 City , State

September 2016

Eric Fisher Academy 1/4 City , State

### Skills

coach, Communication Skills, credit, Leadership Skills, marketing, window, Problem Solving Skills, sales, Teamwork, telephone