

# Robert Smith

## Assistant Department Manager

### **CONTACT DETAILS**

1737 Marshville Road,  
Alabama  
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### **PERSONAL STATEMENT**

Assistant Department Manager with over 11 plus years of experience in luxury goods and clothing Team leader with a focus on driving sales through developing customer relationships Expert merchandiser and analyst of sales statistics and metrics Friendly and knowledgeable: develops close relationships with business partners both internal and external.

### **SKILLS**

Earned Value Management, Agile, Scrum, Kanban, CMMI, Budget Management, Schedule Management, Risk Management, Team Management

### **WORK EXPERIENCE**

#### ***Assistant Department Manager*** **Nordstrom - April 2012 - Present**

##### *Responsibilities:*

- Held leadership positions in 3 different stores and divisions including mens tailored clothing.
- Teaching selling and helping the team exceed their personal sales goals through relationship.
- Merchandising the sales floor and communicates product needs to the buying office.
- Analyzing the sales data to identify opportunities and ensure an optimal buying plan.
- Recognized as a customer service all-star, the companys highest award for sales associates.
- Exceeded pacesetter sales goal with sales volume in the top 10% of my peer group.
- Developed vendor relationship and drove sales as the Hugo boss specialist in two stores.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

#### ***Assistant Department Manager*** **ABC Corp - August 2003 - August 2008**

##### *Responsibilities:*

- Taught and trained the sales team to understand and deliver on daily and monthly sales goals.
- Provided input on current sales trends and product needs while maximizing merchandise presentation to increase volume.
- Assisted the department manager with the development of action plans to hit the target.
- Responsible for scheduling, training and managing both retail and warehouse staff.
- Assisted the Managers with closing duties including cash register, deposits and tracking sales.
- Participated in floor and d&eacute;cor university providing product education and training techniques.
- Recruited and trained new sales staff to isolate and solve problems proactively.

### **REFERENCES**

Reference - 1 (Company Name)  
Reference - 2 (Company Name)

## Education

Master Of Library & information Science in Library & information Science - May 2006(University Of Wisconsin - Milwaukee, WI )Bachelor Of Arts in Art History - June 2003(University Of Wisconsin - Madison, WI )