

ROBERT SMITH

Automotive Sales Associate/Assistant

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Over this time through multiple jobs. [core machine, lathes, CNC's] skilled at quickly learning new processes, technologies and machinery. Detail-oriented, adept at interpreting blueprints, working with others and meeting production deadlines.

JULY 1997 - DECEMBER 1998

AUTOMOTIVE SALES ASSOCIATE/ASSISTANT - ABC CORPORATION

- Answered customers questions and addressed problems and complaints in person and via phone.
- Helped customers select products that best fit their personal needs.
- Educated customers on product and service offerings.
- Maintained visually appealing and effective displays for the entire store.
- Received and processed cash and credit payments for in-store purchases.
- Worked as a team member to provide the highest level of service to customers.
- Placed special merchandise orders for customers.

1994 - 1997

AUTOMOTIVE SALES ASSOCIATE - DELTA CORPORATION

- Sold New and pre-owned vehicles Accomplishments Licensed automobile salesperson.
- Always attained or exceeded monthly goals.
- Received 4 STAR Customer Satisfaction Rating.
- Skills Used Good customer care, excellent verbal skills, very organized.
- Administer comprehensive customer support services including a welcoming approach, a full understanding of needs, and effective communication.
- Utilize in-depth financial and business acumen to resolve challenges associated with costs and reporting.
- Negotiate final pricing to meet customer restraints and satisfy company parameters.

EDUCATION

High School Diploma in General - (Guntersville High School)

SKILLS

Retail Sales, Customer Service, Inventory Management.