

ROBERT SMITH

Company Supervisor

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Responsible for Responding to and helps resolve escalated customer complaints (e.g., damage to property, loss of service, transfers, removes, retires, meters in stock, paint meter, corrosion orders), Providing assistance to other Service Centers as needed.

JANUARY 1997 - OCTOBER 2010

COMPANY SUPERVISOR - ABC CORPORATION

- Efficiently managed and completed projects for large and small clients.
- Generated \$2M of annualized production of marble and granite sales.
- Daily contact with clients, taking instructions, designing templates from client orders.
- Supervised and trained staff members regarding the various aspects of the marble and tile business.
- Generated invoices, raised purchased orders, estimate requests, and printed quotes and final costs for clients.
- Responsible for Quality Control of fabrication, installation, and restoration of marble, granite, terrazzo, tile and stonework.
- Performed duties while conducting a crew.

1996 - 1997

COMPANY SUPERVISOR - DELTA CORPORATION

- Light Wheeled Vehicle Mechanic Responsible for maintaining companys fleet of light & heavy wheeled vehicles including overhaul and rebuild of diesel .
- Troubleshoot electrical and mechanical deficiencies and repaired or replaced faulty parts.
- Lead instructor for children ages 2-5 years old.
- Responsible for developing informative and creative curriculum for beginner Ballet and Tap students that focus on stimulating a childs creativity .
- Provide training & education to students aging from 6-17 years old in dance styles such as in ballet, tap, jazz, liturgical, cheerleading, preschool .
- Provide creative guidance, training and support to the faculty and students who are involved in the Dance ensemble while managing its choreography .
- Sold \$10,000 in VIP party packages Provided concierge/safety service to customers while in Cancun.

EDUCATION

GED

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SKILLS

Sales, Recruiting.