



NOAH WILLIAMS

Ecommerce Coordinator

✉ support@qwikresume.com ☎ (123) 456 7899 📍 Los Angeles

🌐 www.qwikresume.com

💡 SKILLS

Ecommerce Strategy



Product Listing Optimization



Customer Service Skills



Data Analysis Skills



Market Research Techniques



Inventory Management



🚀 INTERESTS

★ Surfing

🥋 Martial Arts

🏠 Community Service

👥 Blogging

👊 STRENGTHS

⌚ Patience

🏔️ Perseverance

📅 Planning

⚙️ Positivity

🗣️ LANGUAGES



English



Mandarin



Swahili

🏆 ACHIEVEMENTS

★ Increased online sales by 25% through targeted email marketing campaigns.

★ Streamlined product upload process, reducing time spent by 30%.

👤 PROFESSIONAL SUMMARY

Ambitious Ecommerce Coordinator with 2 years of experience in managing online retail operations and implementing data-driven marketing strategies. Expert in enhancing product visibility, optimizing user experience, and driving sales growth through effective team collaboration. Eager to leverage analytical skills to elevate brand engagement and support digital initiatives.

💻 WORK EXPERIENCE

Ecommerce Coordinator

📅 Mar / 2024–Ongoing

Seaside Innovations

📍 Santa Monica, CA

1. Oversaw management of over 5,000 products on BeallsFlorida.com, totaling \$40 million in inventory.
2. Executed online merchandising strategies, including product descriptions, pricing, and promotions throughout product lifecycles.
3. Collaborated with the merchandising team to develop and implement marketing strategies that increased sales and maintained the promotional calendar.
4. Coordinated with vendors for co-op funding and digital assets to enhance online marketing efforts.
5. Worked closely with the Social Media Manager to elevate brand awareness through targeted social campaigns on platforms like Facebook and Instagram.
6. Maintained SKU accuracy within the Central Fulfillment Center and made recommendations for inventory planning.
7. Successfully executed online promotions, leading to a measurable increase in sales during major events.

Ecommerce Coordinator

📅 Mar / 2023–Mar / 2024

Summit Peak Industries

📍 Denver, CO

1. Engaged during the holiday season to enhance the company's Amazon storefront.
2. Ensured inventory accuracy while managing the storefront's overall online presence.
3. Handled order processing and inventory forecasting to ensure product availability.
4. Maintained product catalog and weekly promotions, ensuring alignment with marketing strategies.
5. Managed online content for homepage, categories, and promotional pages for outdoor furniture.
6. Coordinated with buyers and external studios to ensure timely production of digital assets.

🎓 EDUCATION

Bachelor of Science in Marketing

📅 Mar / 2022–Mar / 2023

University of Florida

📍 Denver, CO

Focused on digital marketing strategies and consumer behavior.