

Robert Smith

Gas Station Manager

CONTACT DETAILS

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PERSONAL STATEMENT

Seeking a position where one can provide high-quality support in a growing company while developing and improving skills.

WORK EXPERIENCE

Gas Station Manager

ABC Corporation - October 2003 - September 2006

Responsibilities:

- Managed more than five of their stores and acted as District Manager for the company.
- Programmed their computers, full-charge bookkeeper, sales, and inventory control and worked with the public on a daily basis.
- Produced an increase in sales while behind the helm and was promoted more than three times.
- Managed all aspects of the gas station.
- Helped all customers and make all store orders.
- Increased sales and doubled the revenue at this retail establishment.
- Conducted and performed inspections of all gas station equipment and facilities.

Gas Station Manager

Delta Corporation - 2001 - 2003

Responsibilities:

- Managed over 25 employees at various stages as an employed Gas Station Manager for Chevron Corporation.
- Increased the sales and doubled the revenue at this retail establishment in the heart of Huntington Beach, California.
- The store was reclassified due to the increase in sales while I was manager.
- Did complete bookkeeping for the store level, all inventory control, buying and upkeep along with hiring and firing of employees including schedules .
- Pumped fuel for customers Managed a team of 36 employees on any given day Assisted customers with other minor car needs Balanced the company .
- Cashier Increased sales with friendly customer service Made schedules and kept inventory in order Worked for 6 years until store closed down.
- Managed the daily operations of the gas station, oversaw sales, inventory, and staff on a monthly basis.

Education

Diploma - (Notary For the State of Florida)

SKILLS

Excellent
Communication, and
People Skills, Team
Management.

LANGUAGES

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

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

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