



EVELYN WHITE

Junior Jewelry Specialist

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

PROFESSIONAL SUMMARY

Enthusiastic Junior Jewelry Specialist with 5 years of experience in enhancing customer experiences through expert guidance and personalized service. Proficient in inventory management and passionate about building lasting client relationships. Eager to leverage my skills and knowledge to contribute effectively to a vibrant team while promoting a successful retail jewelry environment.

WORK EXPERIENCE

Junior Jewelry Specialist

Quantum Solutions LLC

📅 Apr / 2021-Ongoing

📍 Phoenix, AZ

1. Welcomed customers as they entered the store, identifying their needs through attentive service.
2. Provided detailed product descriptions and care instructions to enhance customer understanding.
3. Assisted customers in locating and ordering out-of-stock items based on their requests.
4. Maintained knowledge of current promotions and store policies to address customer inquiries effectively.
5. Delivered exceptional customer experiences to foster loyalty and repeat business.
6. Performed cashier duties and maintained store cleanliness while ensuring a welcoming environment.
7. Collaborated with team members to achieve sales goals and optimize store operations.

Jewelry Specialist

Silver Lake Enterprises

📅 Apr / 2020-Apr / 2021

📍 Seattle, WA

1. Zale's Corporation, New Orleans, LA (June 2008 - May 2012) - Diamond Certified Jewelry Consultant & Key Holder: Delivered exemplary customer service, ensuring a positive shopping experience.
2. Engaged with clients through friendly interaction, addressing inquiries to ensure satisfaction.
3. Conducted inventory management and training for new team members to enhance operational efficiency.
4. Designed and set up eye-catching product displays to attract customer interest.

EDUCATION

Bachelor of Arts in Jewelry Design

Rhode Island School of Design

📅 Apr / 2019-Apr / 2020

📍 Denver, CO

Focused on the artistic and technical aspects of jewelry creation.

SKILLS

Point Of Sale Systems



Negotiation Skills



Pricing Strategies



Sourcing Materials



Ethical Sourcing



INTERESTS

🎨 Art

🤝 Volunteering

🌲 Hiking

🧘 Yoga

STRENGTHS

🔍 Criticality

☰ Detail-oriented

🤝 Diplomacy

😊 Enthusiasm

LANGUAGES



English



Mandarin



Japanese

ACHIEVEMENTS

- ★ Increased customer satisfaction ratings by 30% through personalized service and product knowledge.
- ★ Successfully managed inventory, reducing discrepancies by 20% over one year.