

# ROBERT SMITH

## Night Store Manager

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A highly motivated fast learning individual with a great attitude. Possess strong planning, communication, merchandising and analytical skills. Enjoys interfacing with people and maintains a strong customer service background. Strong management skills working effectively with peers and employees. A good role model for others to follow. Knowledgeable in computers (Microsoft Office) and able to create different worksheets to streamline projects efficiently.

### MARCH 1996 - MARCH 2000

#### **NIGHT STORE MANAGER - ABC CORPORATION**

- Read and understood Crumbl recipes.
- Measured and combined ingredients using mixers, ovens, and other equipment to make cookies.
- Decorated and displayed the finished product.
- Ensure finished goods meet food safety and quality controls.
- Greeted customers, answering questions, making recommendations, accepting orders and payment, and providing exceptional customer service.
- Cleaned and restocked the workstation and ensuring all equipment is sanitized.
- Responsible organization of the store and back room by dept.

### 1993 - 1996

#### **NIGHT STORE MANAGER - DELTA CORPORATION**

- United States Air Force - Received 3 Honorable Discharges - Graduate of Squadron Safety Officers School/Non-Commissioned Leadership School/Warskill .
- Evening supervision of store operations - Performed hourly store walks to provide safety of employees, customers and store assets Surveyed and .
- Managed a store by myself with about four to five employees under me.
- Customer care, kept drawers counted and in check, kept store neat and clean, made sure employees doing their jobs, ran cash outs and registers, did .
- Skills Used Leadership.
- Responsible for all closing procedures to operate the store and being prepared for the morning shifts.
- Supervising employees, preparing food in a timely and friendly manner, cleaning, stocking, and providing quality customer service.

## EDUCATION

Certification In Teaching

## SKILLS

Microsoft Office, Stream.