

ROBERT SMITH

Asst. Personal Stylist

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SUMMARY

Over 2 year plus of experience working in the restaurant industry as a server/hostess and customer service specialist. Positive attitude at all times inside of the workplace and outside of the workplace.

SKILLS

Bilingual in Spanish, Academic preparation in Finance.

WORK EXPERIENCE

Asst. Personal Stylist

Torrid - February 2014 – 2019

- Displayed passion for customer service and going above and beyond by greeting customers with enthusiasm and energy as well as assisting them with merchandise inquiries.
- Strive to develop a personal relationship with our cliental and acted as a personal stylist.
- Responsible for opening and closing duties for location.
- Completed daily office duties including checked emails and printed paperwork.
- Assigned daily duties to associates; ensured adequate supply of merchandise.
- Provided excellent customer service, made refunds and exchanges as necessary.
- Deterred many loss prevention issues from occurring.

Personal Stylist

ABC Corporation - 2011 – 2014

- Provide excellent customer service for all aspects of day-to-day operations for a high-end retail store.
- Assist current and potential clients to determine the appropriate products to offer.
- Maintain a clientele booklet and follow up monthly, as well as sending out postcards for upcoming sales.
- Pulling items for clients calling in ahead and having a fitting room ready for their arrival.
- Open, close and balance a daily cash drawer.
- Perform opening and closing procedures that included, but were not limited to, sweeping, mopping, tidying sales areas, mannequin changing, inventory, and performing floor set changes.
- Resolve customer issues or concerns in a professional manner..

SCHOLASTICS

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