

Robert Smith

Produce Department Manager

CONTACT DETAILS

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PERSONAL STATEMENT

As a Produce Department Manager, responsible for Monitoring Sales and labor reports on a daily basis in order to reach and maintain Company projections and budgets. Assign daily tasks to associates, including both Corporate and re-occurring daily priorities, according to the specific departments. Customer service always being a #1 priority.

SKILLS

Retail Management,
Shipping And Receiving,
Customer Service.

WORK EXPERIENCE

Produce Department Manager

ABC Corporation - May 1995 - February 1996

Responsibilities:

- Responsible for ordering of product, freight, loading, and stocking of it.
- Responsible for culling through the product at this beginning of each shift, in order to make sure the product was at its best, discarding any product that didnt meet the standard of quality and freshness.
- Had an afternoon assistant that was supervisor over and assigned tasks on a daily basis, Inventory control, shrink control, pricing product, monitoring sales, and department numbers in order to meet and maintain company goals and budgets.
- Helped out in other parts of the store with Customer service on the floor as well such as pushing carts, customer carry-outs, whatever it took to run a successful department within the store, and to be a great team player to the rest of the entire store as well.
- Worked closely with managers of other departments and was recognized for ideas and leadership in striving for company goals.
- Gave orders, placed orders, inventory, stocked, unload trucks, cleaned, took orders, mods, displays, made schedules, pallet jack, pulled out of dates.
- Responsible for working closely with the Store Manager, Assistant Store Managers, and Assistant Produce Manager to ensure success.

LANGUAGES

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

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

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

Produce Department Manager

Delta Corporation - 1994 - 1995

Responsibilities:

- Make sure that the merchandise comes in as smoothly as possible (includes make sure the numbers are correct so that replenishment is the best it can) .
- Make sure they are trained and they continue to do their job properly.
- As Produce Manager I oversee implementation of division produce merchandising programs.
- Am responsible for pricing, displaying, ordering, and inventory management, addressing employee relation issues, monitoring labor costs, assist in .
- Continue to monitor the Department for overall presentation, cleanliness, and profitability while providing excellence in customer service.
- Managed Produce Department, Oversaw all day to day activity in

department including Receiving and stocking all deliveries, rotating and .

- Provide high quality customer service Manages inventory, in-stock position, pricing integrity, merchandising, labor, security, expense control and .

Education

Business - (Gateway Community College - New Haven, CT)