

# ROBERT SMITH

## Retail Analyst

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

### SUMMARY

To provide part-time support in the areas of financial, business and strategic analysis; office & business administration or research projects SOFTWARE AND DATABASES Business Objects, Monarch, Oracle Analyzer, Essbase Hyperion, Drupal CMS, Experian Simmons, NEXIS and MS Office.

### CORE COMPETENCIES

Word, PowerPoint, Excel, Access, Email.

### PROFESSIONAL EXPERIENCE

#### Retail Analyst

**ABC Corporation - March 2012 – October 2014**

##### Key Deliverables:

- Evaluated daily business trends and assessing the Open-to-Buy for products reaching stores fitting the current trends.
- Collaborated with leads/managers on any issues identified from reports to develop action plans.
- Conducted analysis of sales and ensure top selling products are continually being shipped.
- Monitored all orders and work with distribution center to ensure stores receive product on time.
- Analyzed division reports and propose action plans to increase sales.
- Developed the Open to Ship sheet for the allocations team by store and specifically compile the data for the shoes that will be shipped from the distribution center to the stores.
- Trained of new team members on diverse product specifications.

#### Retail Analyst

**Delta Corporation - 2008 – 2012**

##### Key Deliverables:

- Used Retail link Arts Atlas Microsoft.
- Prepared and approved proforma profit-and-loss statements as part of new store scoping process Reported retail store margins and expenses by retail .
- budget analysis Oversaw weekly financial reporting of metrics and projection comparisons to Operations Collaborated with multi-disciplinary groups to .
- Reviewed flow charts and analyzed retail setup and distribution.
- Rated store customer service and policies.
- Reported all analysis to headquarters of each store.
- Examined and validated merchandise to be represented in store.

### EDUCATION

2259 Oak Street, Old Forge, New York, 13420

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- Masters Of Business Administration