

# Robert Smith

## Retail Analyst

### PERSONAL STATEMENT

To work in a challenging environment which offers opportunities for growth and development and also rewards creativity, initiative and performance, where honesty and integrity are norms.

### WORK EXPERIENCE

#### **Retail Analyst**

**ABC Corporation - 2006 - 2008**

##### *Responsibilities:*

- Coordinated the banks relationships to individuals, small and medium enterprise, such as account opening, micro-loans and leases and micro insurance products.
- Established and maintained effective relationships with new and existing customers, establishing their needs and advising on the suitability of services.
- Processed data to produce accurate figures and reports.
- Evaluated new and renewal lending proposals, negotiating terms with customers and, where appropriate, submitting proposals to the credit department for approval.
- Checked accounts and initiated action if they are over drawn without arrangement or are in excess of agreed arrangements.
- Assumed overall accountability for products and services, such as customer lending, current account transactions, unsecured loans, overdrafts and personal loans.
- Organized and analyzed data from available data sources (including iQubed, IRI, Nielsen, Spectra, POS data, Nielsen Homescan and others) and be able to extrapolate insights for clients Provide analysis, recommendations and insights in support of retail analysis initiatives and projects.

#### **Retail Analyst**

**Delta Corporation - 2001 - 2006**

##### *Responsibilities:*

- Conducts research related to commission inquires activation fees, residual and tiered payments, promotional commissions, check fees, and charge .
- Defines process improvements and recommends the appropriate implementation steps toward improved retailer support and processing time Receives, .
- Forecasted seasonal and annual shipments for Nautica and Claiborne; shipped \$70 million annually.
- Developed basics inventory rept to project monthly re-order needs by color and pattern Analyzed by door sales to insure proper sales to stock ratio; .
- Planned, bought and shipped point of sale materials for in-store events.
- Conducted seminars at retail.

### **CONTACT DETAILS**

1737 Marshville Road,  
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### **SKILLS**

Office Suite, Excel, HTML  
5, Epicore POS, CRM  
Software, Retail  
Management, Project  
Management, Problem  
Solving, Process  
Improvement, Data  
Analysis, Database  
Management, Data  
Mining, Dreamweaver,  
Microsoft Access, Visio,  
E-money Advisor,  
Microsoft Excel.

### **LANGUAGES**

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

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

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

- Collaborated with RBMs on finding new ways to show value to clients through recaps Designed new templates for reporting back promotional and bonus .

## Education

GED