

ROBERT SMITH

Second Assistant Store Manager

info@qwikresume.com | <https://Qwikresume.com>

Second Assistant Store Manager is Participating in review of store walks with Store Manager to identify opportunity areas and correct all issues with a sense of urgency within 30 days following the evaluation results. Participating in MOD responsibilities. Monitoring inventory levels in conjunction with Store Manager and Inventory Manager on a monthly basis to ensure store maintains an accuracy level of less than 25 outs per 1000 square feet.

DECEMBER 2000 - JANUARY 2012

SECOND ASSISTANT STORE MANAGER - ABC CORPORATION

- Identified and rectified hazards, ensuring proper ergonomics and maintaining store equipment in proper working order.
- Maintained store cleanliness standards and proper store signage at all times.
- Assisted the direct leader with maintaining proper stock levels through appropriate product ordering.
- Merchandised product neatly to maximize sales.
- Ensured the quality and freshness of products for sale and accuracy of product signage.
- Assisted their direct leader with achieving the store payroll and total loss budget, inventory counts, and training new employees.
- Supervised the day-to-day operations of their team, escalating issues to the appropriate level of support and/or leadership when necessary.

1997 - 2000

SECOND ASSISTANT STORE MANAGER - DELTA CORPORATION

- Task oriented and I made sure that they were completed in an effective and timely matter.
- Merchandising the store to setting up for sales, I not only completed the task but delegated roles amongst the team to ensure they were .
- Stayed knowledgeable and current in all things Davids Bridal in order to ensure I was not only doing my job but that I was doing my job thoroughly.
- Sold and purchased merchandise from customers for purpose of resale.
- Established sales goals for myself and employees daily on merchandise, pre-orders,.
- Process open/close paperwork; handle customer request and complaints; cashier; manage store sales and daily operations of the store.
- Performed opening and closing procedures (file daily paperwork, bank deposits, input data into corporate database), supported sales by suggesting.

EDUCATION

MS

SKILLS

Presentational Skills, Store Assistant.