



NOAH WILLIAMS

Associate Store Supervisor

✉ support@qwikresume.com ☎ (123) 456 7899 📍 Los Angeles 🌐 www.qwikresume.com

PROFESSIONAL SUMMARY

Friendly sales associate with over 8 years' experience in diverse retail and customer service environments as well as supervisor experience. Conflict resolution, listening skills, communication skills, fast learner, self-motivator, courteous demeanor.

WORK EXPERIENCE

Associate Store Supervisor

Pineapple Enterprises

📅 Jun / 2021-Ongoing

📍 Santa Monica, CA

1. Apply expert leadership skills in managing and supervising the day-to-day operations of a successful retail book store.
2. Coordinate and execute all merchandise displays, monitor and manage store inventory.
3. Provide superior customer service consistently on every level.
4. Provide leadership, training and supervision of staff.
5. Perform all administrative responsibilities required of the position including: ordering inventory, processing payroll, staff hiring and terminations, opening and closing procedures.
6. Coordinate incoming and outgoing packages for the store.
7. Collaborate with other store departments to strategize on overall store improvements.

Store Supervisor

Lakeside Apparel Co

📅 Jun / 2018-Jun / 2021

📍 Chicago, IL

1. Handled all customer relations issues in a gracious manner and in accordance with company policies.
2. Completed all opening and closing procedures, including counting the cash registers and holding keys to the building. Recognized and rewarded outstanding work performance to cultivate a positive and collaborative customer service culture.
3. Worked with the management team to implement the proper division of responsibilities.
4. Strategically scheduled team members to maintain optimal staffing levels at all times.
5. Supervised and directed all merchandise and shipment processing.

EDUCATION

Bachelor of Science in Business Management

State University

📅 Jun / 2015 - Jun / 2018

📍 Phoenix, AZ

Focused on retail operations, customer service strategies, and management principles.

SKILLS

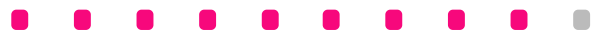
Microsoft Office



Conflict Resolution



Visual Merchandising



Cash Handling



Store Operations



INTERESTS

🔧 Woodworking

🔭 Star Gazing

★ Theatre

🏠 Architecture

STRENGTHS

😊 Politeness

🚩 Determination

🚀 Ambition

✅ Dedication

LANGUAGES



English



French



German

ACHIEVEMENTS

- ★ Increased customer satisfaction ratings by 25% through improved service training.
- ★ Achieved a 15% reduction in inventory loss through enhanced loss prevention techniques.
- ★ Launched a staff incentive program that improved employee engagement and retention by 20%.