Robert Smith

Wine Manager

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SUMMARY

A detail-oriented Manager that is proactive in cutting expenses and increasing profitability. Bringing 7+ years of management experience in solving problems, maintaining safety, and improving efficiency. Motivated administration professional is skilled at building strong working relationships with vendors, fellow staff, and supervisors.

SKILLS

Coordinating Skills, Communication Skills.

WORK EXPERIENCE

Wine Manager

ABC Corporation - February 2011 – September 2020

- Responsible for all wine operations.
- Worked in sales, receiving, store opening and closing, banking, training, ordering and staff supervision (15-20).
- Helped with several off-site store resets.
- Grew store revenue by 4.5%-5.5% week over week for the last 3 months, double the next best store.
- Coordinated with Banquet Department to ensure adequate staff is scheduled for each event.
- Coded and verified all invoices for payment and assigned each expense to the proper account.
- Held bi-weekly wine seminars to educate and train servers on wine list involving 500 wines.

Wine Manager

Delta Corporation - 2009 – 2011

- Manage Wine & Beer Department Continually achieve monthly quotas and planners Educate consumers and pair with the right products Daily communicate .
- Sales to customers specializing in selling wine.
- Responsible for product placement and store signage.
- Accountable for purchasing special orders, receiving, pricing and general inventory management of wine.
- Selected wines for tastings and conduct in-store tastings.
- Landerwood Plaza Pepper Pike, OH Determined shelf set and allocation of space for 3 stores Buyer for the entire beer and wine inventory & .
- Maintain product inventory and create buying trends Develop staff and customer education Create product marketing and promotions Primary contact with .

EDUCATION

Associates In Culinary Arts

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