

NAME

TITLE

000-000-0000 / EMAIL / CITY, STATE, ZIP

Profile

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Experience

Sales Associate - Dicks Sporting Goods

2021 – Current:

- Cleaning and organizing shelves to allow customers better access to products
- Setting up merchandising displays for sales and offers
- Completing customer transactions
- Successfully and calmly handling customer complaints and concerns
- Doing product inventory every Saturday

Cashier - Mcdonalds

2020 – 2021

- Greeted and welcomed customers with a cheery and open disposition
- Served hundreds of customers a day by taking orders
- Recommended products and promoted special deals and increased revenue by up to 11%
- Collected payments and kept track of payment records to ensure they remained accurate
- Ensured clean and sanitized premises

Project Experience

- Created a digital fashion magazine focusing on affordable and unique fashion for high schoolers
- Wrote and delivered a speech on sustainable but profitable fashion business models
- Wrote a letter that helped convince the principal of my high school to open after-school courses for students that needed assignment help.

Education

DEPARTMENT - Greenwood High School

2020 – Current

- GPA 3.71
- Relevant Coursework: Business studies, A.P English, Mathematics
- Expected Graduation Date: 2024
- Membership: Yearbook Committee, Fashion Club, Debate Club

DEPARTMENT - SCHOOL

MONTH YEAR

- GPA: LIST
- AWARD
- AWARD

Skills

Expertise

- Photography
- Written Communication
- Outgoing
- Record keeping
- Problem-solving
- Sales

Licenses & Accreditations

Licenses Licenses & Accreditations

- German A2
- Basic Spanish