

DANIEL SMITH

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QUALIFICATIONS SUMMARY

- Strong customer service skills
- Interpersonal skills
- Organizational skills

RELEVANT SKILLS

CUSTOMER SERVICE

- Greet customers and assist them in determining or locating what they need
- Provide quality assistance and share in depth product knowledge
- Educate customers on new brands and trends

SALES

- Compute sales prices, total purchases, receive and process cash or credit payment
- Maintain knowledge of current sales and promotions
- Place special orders or call other stores to find desired items

MERCHANDISING

- Inventory stock and requisition new stock
- Ticket, arrange and display merchandise to promote sales
- Consult with associates to determine best placement for displays and products

SUPERVISORY

- Direct and supervise employees
- Monitor sales activities to ensure customers receive quality service
- Instruct staff on how to handle difficult or complicated sales

RELEVANT WORK HISTORY

Lowe's, Littleton, NH – Assistant Manager

Harbor Freight Tools, Manchester, NH – Sales Supervisor

Walmart, Tilton, NH – Retail Clerk

EDUCATION

White Mountain Community College, Berlin, NH

Business Administration Certificate, May 1995

REFERENCES

References available upon request.