

Jane Doe

Retail Industry Manager

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History of orchestrating successful sales strategies

and marketing initiatives designed to increase revenue. Strong background in retail sales.

Inventory planning, branch management, and operations oversight experience, with nine years in progressive roles with large regional chains.

Refined relationship-building skills and experience working collaboratively with vendors and customer-facing sales staff.

PROFESSIONAL EXPERIENCE

Assistant General Manager

Grayson's Furniture Stores, Jacksonville, FL, 2011–Present

Joined as Assistant Manager, promoted rapidly through a series of increasingly responsible management positions based on strong financial, operating, and team Leadership performance. Currently manage 160-plus employees at six regional locations.

- Increased profit \$5 million amid tough economic pressures.
- Reduced absenteeism 47% and turnover 35% with strategies to recruit, train, and retain high-quality employees.
- Implemented next-generation POS technology.
- Reduced annual purchasing costs 3.5%.

Manager, Multiple Store Locations

Boaters World (Virginia/Maryland Regional District), 2007–2011

Coached and led a 13-store district with 150 employees. Educated customers on products and provided customized solutions for increased sales. Drove growth by focusing on customer service, merchandising, and teamwork.

- Launched new safety product in response to regulatory requirements and sold \$2 million in first year.
- Cut operating budget 20% by implementing cost-saving initiatives.
- Received three "Top Sales Producer" awards. Ranked No. 4 out of 214 sales associates nationwide.

SKILLS

Merchandise Planning and Allocation

Financial Planning and Profit Analysis

POS Software (Lightspeed, ShopKeep)

Inventory Shrinkage Control

Sales Coaching

QuickBooks

Multisite Retail Operations

Merchandising Standards

Vendor Relations and Negotiation

Employee Training and Development

HIGHLIGHTS

Financial responsibility to **\$35 million**

Achieved record sales in multiple markets up to **40% sales growth**

Hired and trained more than 50 employees

10-year proven sales growth track record

Won 14 "Branch Manager of Month" and "General Manager of Year" awards for profit and revenue growth

EDUCATION

Bachelor of Arts, cum laude
University of Virginia, Charlottesville, VA

Capstone project, Coaching Skills for Managers course