## Retail Manager Resume Sample 1

**Rosalie Cofield**

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### A. Summary

A very enthusiastic, focused, and multi-skilled professional who brings a winning mentality to any company. Rosalie is characterized by passion, performance, drive, and excellence. She is also a fantastically quick learner who can easily take in new ideas. Communication is one of her strong points, being able to get a message across to colleagues, managers, and employees alike. At this moment, Rosalie is looking for a company where she can display all these qualities and skills. She is in search of a place where she can take on new responsibilities and challenge herself without thinking of recognitions or rewards.

### B. Working Experience

* **June 2010 – Present – Red Catwalk Fashion Store, Los Angeles, California**

**Responsibilities**: In charge of the store’s department which sold 20 product lines. Responsible for making sure that all the company’s values, plans, and procedures were correctly and promptly implemented. Attempting to deliver reductions with regards to controllable costs. Coaching and mentoring colleagues on the shop floor as well as off by the power of example. Managing cue lengths, so as the shoppers do not have to wait an excessive amount of time. Making sure that the store’s loss and profit accounts stay within budget. Ensuring that the store maintains its stock levels. Reporting back to upper management any business risk that I might have noticed or any fraudulent activity that I might have identified.

**Achievements**: Managed to increase sales as well as profitability in the department I worked in. I also successfully managed the teams working in said department to deliver their KPIs and comply to their tasks within the company. I was also in charge of raising the standard of customer service.

### C. Education and Academic Training

* Graduated in 2009 from the Sunnyvale University in California, with a BSc (Hons) in Retail Marketing.

### D. Job Related Skills

* Sales floor type of management
* Expert at performance tracking
* Cash control
* Strategic thinking
* Inventory control
* People development
* Query resolution
* Relationship building
* Training techniques
* Retail knowledge
* Brand management
* Merchandising
* Driving sales
* Commercial awareness
* Very customer focused
* Maximizing sales
* Competitor analysis

### E. General Skills

* Communication skills
* Outstanding team player
* Company loyalty
* Ambitious
* Resilient
* Driven
* Able to deliver envisioned results in a very short period
* Analytical mind
* Negotiating skills
* A very high level of integrity
* Good listener