**Sales Associate Resume Sample 1**

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**A. Summary**

With over 5 years of experience in the field of customer service and sales, proficient in managing, transferring, and displaying merchandise. Able to operate a cashier machine, dedicated to teamwork and collaborative activities. A team player, as well as an independent individual with demonstrated capacity to contribute to increasing customer satisfaction.

**B. Working Experience**

**June 2013 – Present – Riverside Shop, Austin, Texas**

**Responsibilities:**

* Greet, guide, and assist customers in finding the right product;
* Arrange merchandise according to each area of display;
* Replenish stocks when needed;
* Maintain work area clean at all times;

**Achievements:**

* Exceeded initial sales target by 40% in the first two months;
* Contributed to the success of a special edition item by exceeding target by 50%;
* Increase customer satisfaction by professionally managing their issues and complaints;

**August 2010 – June 2013 – House Goods, Austin, Texas**

**Responsibilities**:

* Assisted with unloading trucks and special delivery vans;
* Transported and labeled all products according to supervisor’s guidelines;
* Assembled products and pleasantly displayed merchandise in the shop;
* Occasionally helped with order placement or billing mechanism;
* Maintained both shopping floor, as well as product isles clean at all times;

**Achievements**:

* Awarded Employee of the Year twice;

**C. Education and Academic Training**

High-school Diploma - 2010 - Lasa High School (Austin, Texas)

**D. Job-Related Skills**

* Displaying merchandise;
* Labeling products;
* Tracking orders;
* Greeting and assisting customers;
* Handling financial operations;
* Ability to operate the cash register;
* Managing inventory;
* Dealing with complaints;

**E. General Skills**

* Motivated seller;
* Good communicator;
* Multi-tasker;