**Retail Sales Associate Resume**

**Amanda Collinworth**

6375 S Hudson Avenue, Los Angeles, CA 70145
(000) 589-1021 | amanda @ email . com

**RETAIL SALES ASSOCIATE**

**Customer Service… Communication… Collaboration…**

**PROFESSIONAL HIGHLIGHTS**
• 6+ years’ extensive experience in retail sales and merchandising arena
• Proven record of driving profitable sales through promotions and merchandise display
• Known for exceeding store sales goals collaboratively
• Proficient in building exceptional customer experiences through engagement, positive attitude and great service
• Well-versed in performing daily departmental maintenance tasks

**SPECIAL SKILLS**
• Keeping track of repeated customers, their likes and dislikes and their contact information
• Anticipating customer responses
• Reading, writing, math and latest technologies
• Bilingual: English/Spanish

**SELECTED ACCOMPLISHMENTS**
• Achieved 100% sales goals in the year 2014 by putting in place excellent selling techniques
• Increased customer base by 30% during the year 2015 following excellent customer services resulting in recurring business

**PROFESSIONAL EXPERIENCE**

**Retail Sales Associate** All Solutions – Los Angeles, CA | Jan 2013 – Present

• Assist customers with product selection and queries
• Investigate customer complaints and provide solutions accordingly
• Set up store displays and merchandise
• Operate cash register as and when necessary

**Retail Sales Associate** City STores – Los Angeles, CA | May 2009 – Jan 2013

• Managed shelf stocking and pricing activities
• Handled inventory and stocks
• Reviewed merchandise movement
• Inspected merchandise for quality and quantity

**EDUCATION**
High School Diploma – 2008
John Marshall High School, Los Angeles, CA

**ADDITIONAL CAPABILITIES**
• Flexible schedule
• Listens instructions actively and acts quickly
• Computer: Retail Software, MS Word and Excel