



Stacy Miller

Retail Assistant

Profile

Customer focused Retail Assistant with eight years' experience in upmarket furniture sales environment at various high-end malls. Well spoken, assertive with strong product knowledge which helped to build a strong recurring customer pool. Often surpasses sales targets, with drive, ambition and determination.

Employment History

Retail Assistant at Newark Dollar Store, Newark, NJ

December 2017 – January 2019

Responsible for maintaining a \$1,000 cash bank with total sales reaching upwards of \$50,000.

- Greet customers and find out what each customer wants or needs.
- Operate cash registers, performing tasks such as counting money, separating charge slips, coupons, and vouchers, balancing cash drawers, and making deposits.
- Maintain knowledge of current sale discounts and promotions,
- Enforce policies regarding payment and exchanges, and security protocols.
- Capture sales prices, total purchases and receive and process cash or credit payment.

Retail Associate at Gardenia Outlet Mall, Philadelphia, PA

October 2016 – October 2017

Increased monthly sales by 100%, after focusing persuasive efforts on promoting garden accessories and sundry products, to customers in the process of buying equipment and tools at the store.

- Provide excellent customer service with purchases, carrying plants and equipment for them, and handling garden equipment rentals.
- Maintain store cleanliness and track inventory.
- Handle all financial transactions and maintain the cash drawer.
- Answer inbound phone calls and handle queries about gardening products, plants, seedlings and provide general advice regarding the usage of products.
- Create merchandise displays and place supplier signage throughout the store.

Details

1515 Pacific Ave, Los Angeles, CA
90291, United States
email@email.com

Place of birth
San Antonio

Nationality
American

Driving license
Full

Links

[Twitter](#)
[Facebook](#)

Skills

Customer Service

Sales

Display Merchandising

Financial Administration

FreshSales

Zoho CRM

HubSpot

MS Office

Hobbies

Gardening, Cooking, Hiking

Languages

English

Spanish

Junior Store Assistant at Wall Inc Furniture Discount Store, Providence, RI

August 2012 – September 2016

Exceeded sales targets on a monthly basis by 7%-10%.

- Assist carpenter with sanding and polishing wood products.
- Take orders from customers and manage project timeline.
- Place display furniture in the store and rotate with new merchandise every week.
- Handle client queries and complaints.
- Label and price sale furniture in the store.

Education

High School Diploma, Estuate Secondary School, Reston, VA

September 2011 – March 2019

Advanced Diploma in Retail Management, International Career Institute (ICI), Online

March 2019 – March 2019

Curriculum Outline: Merchandising and Design, Consumer Trends, Products and Inventory, Branding, International Business, Planning

Courses

Selling on Value, Not on Price Seminar, Cox School of Business, TX

April 2014

Certificate in Marketing and Sales, Iowa Community College, IA

March 2011

Internships

Junior Retail Worker at Fresh Stop Farmer's Market

December 2010 – March 2012

Handle on average a hundred customer transactions per weekend.

- Operate the cash register.
- Assist in preparation of sandwiches, burgers, hotdogs from the deli
- Mopping and sweeping away spillages.
- Present specials of the day.
- Arrange for fresh food deliveries to customers within a 2-mile radius.
- Do end of day cash ups.
- Print discount and specials pamphlets weekly.
- Replenish fruit and vegetable stock.