# **Jane Robson**

jrobson@resume.com | 5834 Rainbow Lane | Honolulu , Hawaii , 98010 | (555) 888-1607

## Summary

Award-winning retail sales associate with 1 year of experiance. Accomplished with world-class retail sales training and experience. Seeking a full-time retail sales position in a Manhattan retail sales outlet.

## Education

New York High School, New York, New York

*High School, Graduated*

February 2017

* Awarded honors for academic achievement.

## Employment History

Cafe One, New York , New York

*Barriesta*

April 2016 - February 2017

* **Retail Sales:** Educated customers on the value of our unique roasts.
* **Point of Sales (POS):** Managed payments and point of sales transactions for customer puchases and returns.
* **Customer Service:** Provided industry leading customer service and sales, without exception.
* **Sales Training:** Received world-class retail sales training, education, and experience at one of New York's best Micro Roasters.

## Professional Skills

|  |  |
| --- | --- |
| Microsoft Word : | Intermediate |
| Point of Sales Systems: | Expert |
| Customer Service : | Expert |
| Retail Sales: | Expert |
| Leadership: | Intermediate |
| Marketing : | Intermediate |
| Problem Solving : | Advanced |
| Interpersonal / Communication : | Expert |
| Sales Management : | Advanced |