

Adam Gawish

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SKILLS

- Proficient in React.js, JavaScript, CSS, HTML, Git, Github. Familiar with Node.js, Webpack, Babel, AWS, SASS
- Understanding of Agile Processes; ability to design and build single-page web applications
- Strong attention to detail with the ability to prioritize tasks effectively
- Ability to break down a large project into manageable smaller tasks
- Excellent organizational and time management skills to meet scheduled deadlines
- Eagerness to learn, problem-solver, and ability to maintain confidential information
- Ability to understand design thoughts verbally and visually

PROFESSIONAL EXPERIENCE

Mobile Marketing Association // New York, NY

September 2017 – Present

Events Team

- Support the MMA Events Team with onsite registration, event flow and allocation of sponsor deliverables
- Responsible for setup of conference and special event technology including laptops, tablets, mobile phones, display monitors, and network printers and troubleshoot accordingly
- Perform daily checks on equipment functionality and address onsite issues quickly and efficiently
- Oversee Internet of Things (IoT) Showcase and interact with attendees to demo the latest trends
- Update event spec sheets prior to events and organize, package, label, and transport sponsor collateral
- Track and receive all packages; assemble gift bags and distribute materials and signage appropriately
- Support onsite team with event breakdown

Sinbad Sports and Entertainment // Fort Lauderdale, FL

December 2015 – September 2017

Assistant Manager & Event Coordinator

- Responsible for day to day operations and oversaw store opening and closing procedures
- Worked closely with upper management to achieve sales goals and develop marketing strategies
- Handled merchandising, inventory control systems, ordering, cash control, and security/alarm systems
- Directed sales floor activities, assisted customers and addressed customer concerns
- Inputted data to prepare daily, weekly and monthly sales reports
- Organized, inventoried, and staged new merchandise shipments and maintained the memorabilia collection
- Traveled for Super Bowl and other special events, set up merchandise, handled sales transactions
- Managed online ticket sales for Athlete signing events and tracked signed merchandise
- Worked auction events, organized merchandise, kept track of bidders and winners of items
- Worked buying events, managed and tagged merchandise that was purchased

American Cap Exchange // Miami, FL

July 2013 – December 2015

Warehouse Associate

- Managed inventory systems for shipping and receiving through data entry and updated website accordingly
- Unloaded truck shipments, reconciled purchase orders with sales orders, tagged incoming merchandise with warehouse identifications, pulled samples for showroom and placed merchandise in designated areas
- Pulled orders for shipping and boxed and padded appropriately
- Monitored inventory counts and prepared purchase order to replenish packing station materials and supplies

EDUCATION

Broward College // Fort Lauderdale, FL

2016 – 2017

Professional references available upon request