

DWIGHT SCHRUTE

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EDUCATION

Scranton University

Bachelor of Arts, Business Administration

Scranton, PA

Sep 1992 – Apr 1998

- Awarded “Most Determined Student” in senior year

EXPERIENCE

Regional Manager

Dunder Mifflin

May 2013 – Present

Scranton, PA

- Led a team of 10+ employees, boosting office productivity and morale
- Maintained the highest sales average, outperforming competitors despite market challenges
- Implemented innovative security measures to protect the office from threats, including criminal activity and wildlife intrusions
- Successfully negotiated client contracts, increasing annual revenue by 20%

Assistant (to the) Regional Manager

Dunder Mifflin

Mar 2008 – Mar 2013

Scranton, PA

- Developed and enforced company policies through the creation of the “Schrute Bucks” incentive program, improving employee engagement
- Achieved record-breaking sales, earning the title of top salesperson for five consecutive years
- Supported managerial functions, including staff supervision, client relationship management, and strategic planning

Sales Associate

Staples

Mar 2008 – Mar 2008

Scranton, PA

- Recognized as “Employee of the Month” for outstanding sales performance within a single month
- Leveraged exceptional customer service skills to build a loyal client base
- Demonstrated leadership by training new hires on effective sales techniques

Assistant (to the) Regional Manager

Dunder Mifflin

Mar 2008 – Mar 2005

Scranton, PA

- Exceeded individual sales targets, contributing significantly to branch profitability
- Introduced “Schrute Bucks” as a motivational tool, fostering a competitive & collaborative work environment
- Assisted in coordinating office events and initiatives to maintain team cohesion

PROJECTS

Schrute Farms (Bed and Breakfast)

- Established and managed a family-run agro-tourism business offering unique activities such as table-making workshops, beet farming tours, and hay rides
- Increased guest bookings by 50% through effective online marketing and guest engagement
- Maintained a 4.9/5 guest satisfaction rating on travel review platforms

Dwight Schrute's Gym for Muscles

- Designed and equipped a workplace gym, promoting health and wellness for Dunder Mifflin employees
- Created a recycling program, offering monetary incentives (5 cents per yard of tin) to encourage sustainable practices

Sesame Avenue Daycare Center for Infants and Toddlers

- Founded an innovative daycare focused on cognitive development and early learning strategies
- Developed specialized programs combining physical activities and educational games for children

SKILLS

Professional Skills: Sales Expertise, Leadership, Conflict Resolution, Strategic Planning, Negotiation

Personal Traits: Hardworking, Alpha Male, Jackhammer, Merciless, Insatiable

Specialized Talents: Karate (Black Belt), Jujitsu, Werewolf Hunting, Table Making