

# ROBERT SMITH

## Owner And Sole Proprietor

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

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### SUMMARY

A highly skilled Owner And Sole Proprietor for over 5 years with a strong work ethic and keen attention to detail. Very dependable with proven leadership abilities. Establishing rapport with customers comes naturally through honesty and delivering customer satisfaction.

### CORE COMPETENCIES

Problem Solving, Product Design, Project Management, Competitive Analysis, Technically & Aesthetically Creative, Design Research

### PROFESSIONAL EXPERIENCE

#### Owner And Sole Proprietor

**ABC Corporation - January 2015 – January 2019**

##### Key Deliverables:

- Managed all people aspects of supplier engagement and onboarding, client engagement and sales, social media marketing and engagement.
- Managed business aspects of ideation, concept generation and merchandising and partner development.
- Managed day to day operational aspects of logistics at supplier and customer delivery, inventory management, and finance.
- Developed a private label in apparel under Createkaro promoting sustainable fashion by actively engaging with artisans in Indian handlooms and creating contemporary designs.
- Created an environment that is passionate about customer service/experience.
- Taught, coached, and developed employees to deliver outstanding customer service.
- Kept accurate and complete records in the Retail/ POS system

#### Principal (Sole Proprietorship)

**ABC Corporation - March 2014 – December 2014**

##### Key Deliverables:

- Experience in purchasing, sales, interfacing with clients, resolving technical and non-technical issues.
- Instigated budget constraints & cost control techniques by managing accounts payable & receivable.
- Contributed to, and participated in marketing strategy during spring training games in order to boost sales and brand awareness.
- Designed business plan, conduct ongoing marketing through mailings and internet, manage finances, purchasing and vendor contacts.
- Maintained cutting-edge nutrition expertise and counsel patients appropriately.

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- Owned and managed bookstore by handling all aspects of the business including customer service, sales, marketing, purchasing, stocking, advertising, and accounting.
- This is Dummy Description data, Replace with job description relevant to your current role.

### EDUCATION

Class XII - 2005 (ARERA CONVENT SC SCHOOL - Bhopal, Madhya Pradesh)Class X - (CARMEL CONVENT SR SC SCHOOL - Bhopal, Madhya Pradesh)B.E. in Computer Science - (Rajiv Gandhi Technical University - Bhopal, Madhya Pradesh)

