

ROBERT SMITH

Decorator/Co-ordinator

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SUMMARY

Enthusiastic Customer Service Representative who puts the customer first and is committed to reaching business goals. Offering a well-rounded variety of skills including organization.

SKILLS

Customer Service, Management.

WORK EXPERIENCE

Decorator/Co-ordinator

ABC Corporation - April 1990 – March 1996

- Created my own business displaying and selling products from Home Interiors and Gifts, Inc.
- Scheduled, booked and presented home shows for each Hostess, where together we would design wall groupings uniquely for her home.
- Often helped hang these groupings, at no cost, to better service my customers.
- During these home shows I would teach and demonstrate decorating skills and guidelines obtained through experience and monthly training meetings.
- Did all my own customer service, received orders, handled payments and returns.
- Handled weekly orders, freight and oversaw deliveries and pickups.
- Worked with other displayers and trained new displayers.

Decorator

Delta Corporation - 1986 – 1990

- Vocalist Regular performer on "Praise the Lord" program Conducted weekly vocal training Designed set and interior decor for Trinity Christmas City.
- Apply coatings, such as paint, ink, or lacquer, to protect or decorate workpiece surfaces, using spray guns, pens, or brushes.
- Examine finished surfaces of workpieces to verify conformance to specifications and retouch any defective areas.
- Melt or heat coating materials to specified temperatures.
- Place coated workpieces in ovens or dryers for specified times to dry or harden finishes.
- Drove sales growth for store by helping walk-in customers and painting contractors with paint color selection.
- Worked with the sales representatives and national accounts.

SCHOLASTICS

- Bachelor Of Science In Biomedical Track - (University Of Texas At El Paso - El Paso, TX)