

# Robert Smith

## Floral Designer/Stocker

### PERSONAL STATEMENT

Seeking a position in customer service to serve the public with the best customer service possible and have a positive attitude in everything that I do. Highly motivated and very creative; Enjoys working outdoors; Good Identification with plant material and woody plants; hard worker; Well-organized; Great problem solving skills; Learns quickly; Productive.

### WORK EXPERIENCE

#### **Floral Designer/Stocker**

**ABC Corporation - July 2012 - August 2013**

##### *Responsibilities:*

- Confer with clients regarding price and type of arrangement desired and the date, time, and place of delivery.
- Plan arrangement according to clients requirements, utilizing knowledge of design and properties of materials, or select appropriate standard design pattern.
- Water plants, and cut, condition, and clean flowers and foliage for storage.
- Select flora and foliage for arrangements, working with numerous combinations to synthesize and develop new creations.
- Order and purchase flowers and supplies from wholesalers and growers.
- Trim material and arrange bouquets, wreaths, terrariums, and other items using trimmers, shapers, wire, pins, floral tape, foam, and other materials.
- Perform office and retail service duties such as keeping financial records, serving customers, answering telephones, selling giftware items and receiving payment.

#### **Floral Designer**

**ABC Corporation - 2009 - 2012**

##### *Responsibilities:*

- Provide customer service.
- Designed desired floral arrangements.
- I used my creativity to promote various floral designs for everyday occasions and special occasions such as weddings, funerals, proms, and homecomings.
- Skills Used Creativity.
- Customer service.
- Teamwork.
- Organizational skills..

### Education

High School Diploma - (Canfield High School Canfield Ohio United States - Canfield, OH)

### **CONTACT DETAILS**

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
[www.qwikresume.com](http://www.qwikresume.com)

### **SKILLS**

Over-the-phone Skills,  
Proficiency With  
Computers, Personal  
Skills, Organizational  
Skills, Leadership  
Abilities.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company  
Name)  
Reference - 2 (Company  
Name)