

Robert Smith

Associate Program Consultant

PERSONAL STATEMENT

To obtain a long term payroll/human resources position where may utilize strong knowledge in accounting and payroll.

WORK EXPERIENCE

Associate Program Consultant

Can Do Multiple Sclerosis - September 2014 - 2020

Responsibilities:

- Responsible for marketing Jenny Craig through various campaigns.
- Entered and distribution of sales orders for food orders.
- Responsible for managing payments for food purchases.
- Responsible for taking daily deposits to the bank.
- Held accountable for sales goals and center performance.
- Provided creative solutions to end users for managing their commercial card programs, including technical assistance.
- Trained end-users on transaction management software, including top managers, coordinators, and cardholders.

Program Consultant

Curves-Jenny Craig - 2013 - 2014

Responsibilities:

- Responsible for counseling over 200 weight loss clients weekly while consistently holding Top sales consultant position for the East Bay.
- Continually exceed monthly quotas of \$30,000 plus of personal revenue for the company.
- In charge of motivating employees to achieve their quotas and to meet team goals.
- Assist Director with payroll, employee relations and training.
- #1 Consultant in the United States for 2009.
- Consistently ranked in the Top 10 monthly with the most clients to lose the most weight..
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

Psychology - (University of Texas)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Critical Thinking,
Communication Skills.

LANGUAGES

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

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

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