# **Robert Smith**

# Head Photo Specialist II

# **PERSONAL STATEMENT**

To obtain a Head Photo Specialist position as a Consultant, where can maximize and expand knowledge and enable creativity skills, organizational skills, and ability to work well with people.

# **WORK EXPERIENCE**

# Head Photo Specialist II

ABC Corporation - July 2009 - August 2014

# Responsibilities:

- Planed, directed, supervised and evaluated workflow processes, ensuring service, accuracy and time compliance.
- Priced items and rotated stock.
- Processed and received payments, while providing accurate change.
- Manages and actively stocked, document, display and merchandise per store guidelines to maximize selling opportunites.
- Trained both new and existing personnel in company policies and protocols.
- Designed and piloted an in-store promotional program to increase department sales.
- Received numerous accolades and letters of appreciation from corporate visitors and customers.

#### Head Photo Specialist

Delta Corporation - 2005 - 2009

#### Responsibilities:

- Manage photo lab Maintenance on various lab equipment Train new incoming employees Cashier Customer service.
- Guided and supervised the assigned team as per the company rules and regulations.
- Trained and educated the workforce regarding proper work completion and adherence to company standards.
- Managed Photo Department.
- Serving customers in a timely and professional manner.
- Kept track of inventory, ordering and shipping.
- Assigned tasks to employees to increase productivity Assisted in fostering a culture of excellent customer service Structured guidelines to ensure a .

# **Education**

Bachelor's- (Hamilton High School - Los Angeles, CA)

# **CONTACT DETAILS**

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

# **SKILLS**

Management, Organizing.

# **LANGUAGES**

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

# **INTERESTS**

Climbing Snowboarding Cooking Reading

# REFERENCES

Reference – 1 (Company Name) Reference – 2 (Company Name)