

Jared Ward

Spartanburg, SC 29306

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Authorized to work in the US for any employer

Work Experience

Freelance Photographer

J&K Media - Spartanburg, SC

January 2018 to Present

- Identifying and obtaining photography assignments from various clients as a freelancer.
- Editing, processing, cataloguing and delivering photographs in a timely manner.
- Capturing images of people, weddings, parties and special events.
- Communicating effectively with clients or producers at all times to guarantee satisfaction.

Sales Manager

Stanton Optical - Spartanburg, SC

December 2020 to May 2021

- Handle opening and closing procedures
- Oversee daily patient and customer flow
- Handle store funds and other monetary transactions
- Schedule Appointments
- Order store inventory
- Oversee difficult customer service interactions
- Repair Glasses and other optical equipment
- Host regular office meetings
- Coach employee productivity
- Oversee daily sale processes (tracking store metrics)

Assistant Store Manager

Big Lots - Greer, SC

December 2018 to December 2020

- Managed associates in all store departments
- Performed daily administrative duties
- Organized stock team for unloading trucks
- Kept meticulous store inventory counts and ran daily reports
- Handled all cash office functions (metrics, credit card applications, balancing tills/ safe)
- Oversaw merchandising and layouts for isle end caps, etc.

Fence Installer

Ward's Fencing - Greer, SC

2011 to August 2020

- Installed fence

- Measured and surveyed land
- Loaded and unloaded trucks (equipment/materials)
- Operated fencing machinery

Machinist

SDS Mechanical and Engineering - Spartanburg, SC

2017 to July 2018

- Machined on a mill/lathe
- Operated forklifts
- Loaded and unloaded trucks (shipments)
- Regularly cleaned / organized shop
- Oversaw shipment and delivery of parts/machinery

Support Manager

Walmart - Greer, SC

2014 to 2017

- Kept various records (truck logs, etc)
- Planned and scheduled work flow of stock team members
- Set up and/or organized stock rooms
- Kept clean work areas and departments
- Stocked supplies and set up end caps
- Picked and binned freight with MC40 equipment
- Operated forklifts

Education

Certification in Business Management

Greenville Technical College - Greenville, SC

August 2014 to July 2015

High School Diploma

Home School Academy - Greer, SC

August 2010 to May 2013

Skills

- Forklift Operation (3 years)
- Microsoft Office (10+ years)
- Scheduling (3 years)
- Merchandising
- Retail Management
- Sales Management
- Team Leadership (4 years)
- Freight Experience
- Inventory Control

- Cash Handling
- Administrative Experience (4 years)
- Business Operations (4 years)
- Customer Service (8 years)
- Adobe Creative Suite (3 years)
- Photography

Assessments

Delivery driver — Highly Proficient

August 2020

Interpreting instructions, reading maps, and solving problems.

Full results: [Highly Proficient](#)

Work style: Reliability — Highly Proficient

August 2020

Tendency to be dependable and come to work

Full results: [Highly Proficient](#)

Verbal communication — Highly Proficient

March 2021

Speaking clearly, correctly, and concisely

Full results: [Highly Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.