

Ann E. One
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Profile: Ten years sales experience working my way up to managerial position. Highly successful and focused with strong customer relations, selling and managerial skills plus proven annual increased sales track record.

Professional Experience:

Sales Manager The Shop, Fulham 2005 - present

Responsible for a team of 8 staff. Managed the daily running of a large fashion retail store, which included buying stock, promoting clothes lines, coordinating sales and promotions, as well as training staff and communicating with customers.

- Responsible for managing 5 full-time and 3 part-time staff. In charge of organizing holidays, scheduling rotes and any sick cover plus hiring of new staff.
- Liaised with and built up excellent working relationship with suppliers and delivery agents.
- Planned and organized promotions, advertising and sales with result in increased profitability.
- Responsible for increased annual turnover of 20%.
- In charge of cashing up and banking daily takings.

Assistant Sales Manager The Store, Balham 2001 - 2005

Assisted the manager of the store in daily duties and took on full responsibility when manager absent. Duties included handling purchasing transactions and customer relations.

- In charge of store and staff when manager was away.
- Aiding customers and helping to deal with enquiries and sales.
- Handling payments of cash, credit/debit cards and Cheque.
- Helping to design and set up shop floor displays including special promotions.

Part-time Shop Assistant The Store, Balham 1997 - 2001

Advised customers on their choice of purchases and dealt with cash and credit transactions.

- Selling ladies' fashion to the public and dealing with enquiries and complaints.
- Handling cash, Cheque and credit/debit card transactions.

Education and Qualifications:

2000 London University, BA Honors Sales and Marketing (2:1)

1996 St Robert's High School, A Level in Maths, English and Business Studies

1994 St Robert's High School, 8 GCSE's in English Language and Literature, Maths, Chemistry, Art, Spanish, French and RE

Interests: Am interested in fashion and like to design and make my own clothes. I enjoy socializing with friends and attending and selling at car boot sales.