

Michael Sleutz

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EDUCATION

University of Arizona, Tucson, AZ

Bachelor of Science

Fall 2019

Major: Anthropology, Minor: Entrepreneurship

PROFESSIONAL EXPERIENCE

Platypus Swim, Rumson, NJ

March 2024 – Present

Co-CEO and Founder

- Founded swim instruction business serving children and adults and currently manage daily operations including client acquisition, hiring of instructors, budgeting/invoicing of clients, and growth planning.
- Develop customer service protocols and handle client communications, scheduling, and retention strategies by resolving service concerns to ensure high customer satisfaction.

Little Silver Bottle Shop, Little Silver, NJ

March 2024 – Present

Wine and Sales Consultant

- Assist customers with wine selections by utilizing in-depth product knowledge to deliver tailored recommendations, enhancing the purchasing experience and driving sales.
- Manage all wine delivery logistics in collaboration with sales representatives and delivery drivers; additionally, contributed to the research and development of a customer-facing application that streamlined product information and boosted targeted product sales by 30%.

Vintage Imports, Bristol, PA

July 2023 – March 2024

Wine and Sales Consultant

- Managed regional sales across New Jersey and Pennsylvania by promoting Vintage Imports' portfolio, meeting with wine buyers, and building strong client relationships to drive growth.
- Leveraged PowerBI to analyze sales and customer data, identifying high-performing products and guiding market expansion; conducted tasting events that boosted product awareness and contributed to a 20% sales increase.

Wine Library, Springfield, NJ

December 2020 - June 2023

Wine and Sales Consultant

- Compiled and distributed daily wine offers via email, ensuring accurate pricing information from distributors, product stock availability, and highlighting exclusive promotions and limited-time offers to drive customer engagement and sales.
- Maintained a book of around 100 wine clients by fostering strong relationships through consistent communication and a deep understanding of individual preferences; collaborated with sales representatives to place custom special orders that met specific client needs.

Vega Asset Management Holdings Ltd., Grand Cayman, Cayman Islands

January 2020 - June 2020

Analyst

- Accurately and efficiently inputted fixed income trade details into the Paladyne database, ensuring real-time transaction tracking and compliance with internal trade management systems. Demonstrated attention to detail and a high level of organization to maintain data integrity.
- Managed the daily trade confirmation process by liaising with counterparties to verify details and resolve discrepancies; maintained organized records to ensure compliance with the Cayman Islands Monetary Authority (CMIA).
- Developed proficiency with Bloomberg Terminal to research historical pricing data in support of hedge fund leadership.
- Collaborated with internal teams and external counterparties to identify and resolve trade breaks, demonstrating strong problem-solving skills that minimized operational risk and enhanced trade lifecycle efficiency.

EXPERIENCE WHILE ATTENDING UNIVERSITY

University of Arizona Financial Services Office, Tucson, AZ

March 2018 - December 2019

Compliance Department Student Employee

Vega Asset Management Holdings Ltd., Grand Cayman, Cayman Islands

June 2017 - August 2017

Intern

Glovista Investments, Jersey City, NJ

June 2016 - August 2016

Sales Department Intern

SKILLS

- Conversational Proficiency in Spanish