

## CONTACT

- ★ (262) 374-2348
- ★ [samantha.machi@gmail.com](mailto:samantha.machi@gmail.com)

## PROFESSIONAL SUMMARY

Hi, I'm Samantha. I am a dedicated worker who is eager to contribute to my team and form connections. I have a strong sense of commitment and am always looking to expand my skill set.

My biggest professional accomplishment? Knowing that everywhere I've worked I made a difference and left an impact.

## SKILLS

Leadership & Management  
Written & Verbal Communication  
Business Principles  
Selling Principles  
Multimedia Artist  
Adobe Photoshop  
Social Media Literacy  
Adaptability  
Critical Thinking  
Time Management  
Organizational Skills  
Customer Service  
Inventory Management  
Problem-Solving  
Teamwork  
Order Fulfillment  
Conflict Resolution  
Mentoring and Training  
Merchandising Strategies

# SAMANTHA MACHI

## EXPERIENCE

**Shift Lead** Best Buy - Duluth, Minnesota 11/2025 - Present

- ❑ Keyholder responsible for opening and closing the store
- ❑ Completed daily security procedures
- ❑ Managed and directed truck shipments and team members
- ❑ Trained new employees, completed certifications, and mentored team members
- ❑ Conducted daily inventory audits
- ❑ Oversaw and managed merchandising procedures
- ❑ Managed in-store unit display functionality and integrity
- ❑ Communicated directly with vendors & third parties to execute merchandising strategies

**Product Flow Specialist** Best Buy - Duluth, Minnesota & Lake Geneva, Wisconsin 11/2023 - Present

- ❑ Led and executed merchandising strategies
- ❑ Maintained brand standards in preparation for SEI audits
- ❑ Recognized as the top Product Flow Specialist for multiple fiscal quarters within territory market

**Facility Operations Associate** Country Inn & Suites by Radisson - Brookfield, Wisconsin  
04/2022 - 08/2023

**Sales Floor Associate** Homegoods - Lake Geneva, Wisconsin 07/2019 - 05/2021

## EDUCATION

**Bachelors of Accounting (B.A.cc. Ongoing)**  
**University of Minnesota Duluth** - Duluth, MN

**Associate in Applied Science (A.A.S.): Business Management Gateway** Technical College - Elkhorn, WI

**Technical Diploma: Business Services Manager Gateway** Technical College - Elkhorn, WI

### Relevant Coursework

- ❑ Quantitative Reasoning
- ❑ Microeconomics
- ❑ Marketing Principles
- ❑ Business Law
- ❑ Accounting Principles

## REFERENCES

References available upon request