

# Eric Dodds

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## Professional Experience

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### **MetaRetail Inc.**

Norwalk, CT

*Senior Retail Buyer*

July 2014 – July 2018

- Analyzed and researched trends on multiple online marketplaces to help identify new business opportunities.
- Managed product pricing for over 70 companies, to help generate upwards of \$1.5 million annual sales.
- Collaborated with colleagues to drive revenue and product visibility.
- Communicated with multiple outside representatives in a timely and professional manner to maintain positive relationships.
- Tracked and projected sales to ensure precise product inventory levels.
- Created and maintained accurate product databases and listings for over 500 products.

### **MetaRetail Inc.**

Norwalk, CT

*Warehouse Inventory Processor*

March 2014 – December 2014

- Ensured all products were processed properly and labeled accurately.
- Applied logic and problem solving skills to improve current warehouse procedures.
- Assisted team in meeting daily and quarterly processing quotas.
- Exceeded role responsibilities by proactively seeking additional tasks to become a more versatile employee.

### **Advantage Resourcing onsite at Bridgewater Associates**

Westport, CT

*Temporary Executive Steward*

November 2013 – January 2014

- Applied analytical and problem solving skills to monitor proper inventory levels.
- Provided cost saving solutions to ensure proper money management.
- Used rigorous logic and methods to solve difficult problems ensuring minimal impact for customers.
- Managed unstable product consumption through meticulous tracking and organization.
- Created new procedures and initiatives to help streamline and improve ordering processes.

### **Miguel's Cocina**

Coronado, CA

*Bartender*

March 2012 – August 2013

- Represented the company as one of four bartenders during the busiest and record-breaking day for the restaurant reaching nearly \$300,000 in sales.
- Enhanced customer experiences during banquets and wedding rehearsals through professional service and personal recommendations.
- Maintained constant communication with team members to exceed customer expectations.
- Resolved and addressed guest's issues in a professional and courteous manner

## Education

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**Southwestern College**  
*50 units*

Chula Vista, CA  
Spring 2011 – Spring 2013

**Mar Vista High School**  
*High School Diploma*

Imperial Beach, CA  
September 2004 – June 2008

## Skills

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- Proficient in Google Suite and Microsoft Office applications.
- Experienced with Amazon Seller Central platform.
- Knowledge in Adobe Photoshop.
- Able to collect and analyze multiple forms of data.
- Adapts well to shifting priorities.
- Highly organized while managing multiple responsibilities.

## Accomplishments

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EMT Training Program  
Wildland Fire Academy  
CompTIA A+ Certification

June 2012  
March 2012  
July 2010