

RICHARD S. YVARRA

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PROFESSIONAL EXPERIENCE

Distribution Center Receiving Specialist, Weaver Street Market (Hillsborough, NC)

January 2020 to Present

- Provide customized warehouse assistance and distribution
- Receive daily deliveries to distribution center
- Accurately and efficiently ship orders to five groceries in addition to local restaurants
- Organize supplies and products for the warehouse
- Supervise quality control
- Write purchase orders for kitchen workload

Dairy Specialist, Weaver Street Market (Raleigh, NC)

August 2019 to January 2020

- Oversee dairy and frozen department inventory, staff, and orders
- Train all new employees in the grocery department
- Responsible for implementing programs to reduce overall shrink for the store
- Provides first-rate customer service

Produce Lead, Weaver Street Market (Chapel Hill, NC)

December 2015 to August 2019

- Implemented a new ordering strategy and reduced loss by \$12,000 annually
- Manage and organize all inventory, and place frequent orders with multiple distributors
- Train all new employees in the produce department
- Delivers outstanding customer service

Dairy Manager, QFC/Kroger (Seattle, WA)

May 2014 to December 2015

- Responsible for managing and retaining a \$4 million dairy department of 400+ SKU's
- Provided stellar customer service, increasing the department's customer service scores by 70%
- Reduced loss by over \$15,000 annually
- Restructured inventory management system to reduce over-delivery

Dairy Manager, Safeway, Inc. (Seattle, WA and Ventura, CA)

June 2007 to August 2013

- Responsible for managing and retaining a \$3.6 million dairy department of 300+ SKU's
- Reduced shortage/less by 70%
- Evaluated deliveries against invoices and monitored losses
- Provided excellent customer service, consistently exceeding the company's secret shopper program goals

Inventory Manager & Sales, Buffalo Records (Ventura, CA)

March 2006 to June 2009

- Responsible for placing all orders with assigned distributors and monitored inventory
- Created and implemented a public involvement events strategy to build a strong relationship with the community
- Designed and set up all monthly release displays and ensured a tidy store

Front End Manager, Safeway, Inc. (Ventura, CA)

July 2004 to June 2007

- Supervised staff of over 70 associates
- Responsible for all frontend cashiers' schooling ensuring proper coverage and productivity
- Successfully handled all customer questions, comments, and concerns

Customer Service & Record Buyer, Beat City Records (Ventura, CA)

January 2002 to June 2005

- Oversaw inventory and placed orders with distributors
- Responsible for booking all in-store performances
- Managed all online orders for the store
- Consistently provided exceptional customer service

Liquor Manager, Safeway, Inc. (Ojai, CA)

February 2002 to July 2004

- Monitored sales performance to control proper inventory level
- Placed orders with distributors
- Improved sales through promotional strategy design and implementation in accordance with company standards

Concert Promoter, Numbskull Productions (Camarillo, CA)

January 1999 to June 2003

- Booked multiple shows at various venues, including X and Fugazi
- Managed artist relations, implemented marketing strategies, and oversaw street teams

RELEVANT SKILLS

- Certified Forklift Operator
- Familiarity with G Suite, Word, and Excel
- Over 15 Years' Experience in Customer Service, Inventory Management, and Distribution
- Proven Record of Administrative Leadership Success
- Excellent Communication Skills
- Strong Ability to Multi-Task, Work Independently, and Meet Deadlines
- Ensures Tidy and Efficient Workspace
- Over 10 Years' Experience in Sales and Shipping
- Detail-Oriented, Hardworking, Demonstrates High Standards of Work Ethic
- Valid Driver's License

COMMUNITY SERVICE

Head Coach, Commissioner, and Board Member, HYAA Baseball (Hillsborough, NC)

October 2019-present

- Served as head coach for All Star Travel Team and recreational teams
- Managed practices, field maintenance, umpire hires, and event schedules

DJ, Vinyl Fetish, WHUP 104.7 (Hillsborough, NC)

June 2016 to Present

- Host a local radio show, featuring all vinyl music, on Friday evenings from 8-10pm
- Interview local musicians and vinyl record collectors bi-monthly

Venue Promoter, The Shed (Durham, NC)

December 2015 to July 2016

- Booked, promoted, and coordinated shows; developed contacts with important musicians and organizations
- Conceptualized the VariPop Durham Block Party with the owner

Volunteer Speaker, Lakeside Mylam Youth Recovery Center (Burien, WA)

June 2014 to November 2015

- Spoke with teenagers at a rehab center monthly to encourage them on their road to recovery

ARTIST RELATIONS

Throughout my career, I have managed artist relations and marketing efforts for concert venues, festivals, and local record stores

Artists: The Vandals, Death Cab for Cutie, Tom Carter, Richard Buckner, Bad Religion, X, Jimmy Eat World, NOFX, The Entrance Band, The Bangles, Beachwood Sparks, The Tyde, AFI, Alkaline Trio, Avail, Converge

Venues & Festivals: Summershine Pop Festival, Ventura Theater, Mai's Café, The Living Room, The Shed

EDUCATION

Ventura College (Ventura, CA), 1997-2000

Studied Communications and History

Channel Islands High School (Oxnard, CA), 1992-1996

High School Diploma

REFERENCES (Contact Information Available Upon Request)

Steve Carter, Weaver Street Market (Chapel Hill, NC)

Pantia Naghibi, QFC/Kroger (Seattle, WA)