

Christopher Mitchell

3856 3rd Ave. South • Minneapolis, MN 55409
clmitchell630@gmail.com • (612) 961-5015

EXPERIENCE

Seward Community Co-op – Minneapolis, MN

Assistant Store Manager | September 2017 to Present

- Lead the facilities department, managing:
 - facilities department staff
 - location safety and security
 - cleanliness of the facility
 - maintenance of the physical structure.
- Develop department training materials and standard operating procedures.
- Hire, develop, and evaluate facilities staff members.
- Work to support the success of sales departments by:
 - Participating on the store team to evaluate and increase store sales growth.
 - Market the store by providing a clean, safe, and inviting environment for our customers.
 - Ensuring excellent customer service by providing necessary tools for staff success and intervening in challenging customer interactions.

Manager on Duty | September 2015 to September 2017

- Ensure excellent customer service by assisting in locating products, providing information, and answering patron questions.
- Maintain a clean, safe, and secure environment for patrons and team members.
- Provide coaching to team members in areas of: policy and procedure, customer service, and conflict resolution.
- Develop written training materials to assist in ensuring consistent operations.
- Resolve conflicts.

Deli Counter Worker | May 2015 to September 2015

- Provide quick, attentive, courteous, and efficient service to patrons.
- Maintain an organized and well stocked service area.
- Follow established procedures and safe food handling guidelines.

Dock 6 Pottery – Minneapolis, MN

Production Assistant | March 2015 to May 2015

- Production of hand-made ceramic tableware.
- Clay modeling and glaze application of product.
- Follow various studio procedures and safety standards.

Decorative Paint Inc. – Montpelier, OH

Containment Quality Inspector, Operator | March 2012 to August 2012 & February 2013 to August 2013

- Ensure quality control by rechecking contained parts for various imperfections.
- Assist Quality Manager in supervising fellow Containment Quality Inspectors.
- Remove car accent pieces from paint line, inspect, and pack them to be shipped.
- Operate a laser etcher to cut various letters, numbers, and symbols into car accent pieces.
- Train fellow employees in company work safety guidelines and work procedures.

EDUCATION

University of Pittsburgh, 2009 – 2014

Bradford, PA

Completed 115 credits