

**Desiree V. Harvey**

**4765 Alicia Drive**

**Virginia Beach, Virginia 23462**

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**Education**

- Software Engineer Immersive (General Assembly) *Online 2022-2023*
- Bachelor of Science Degree in Business Administration with a concentration in Marketing (Old Dominion University) *Norfolk, VA 2017-2019*
- Business Administration Associates Degree (Tidewater Community College) *Virginia Beach, VA 2013-2015*
- High School Diploma (Green Run High School) *Virginia Beach, VA 2008-2012*

**Skills**

Javascript, HTML5, CSS, Git, Github, Node Javascript, Microsoft Excel, Microsoft Word, Microsoft Powerpoint, Social Media, Sales, Customer Service, Managing, Supervising.

**Work History**

**Origami Lounge and Venue, Norfolk Virginia**

04/2019– 12/21- Bar Manager

- Provided fast service in a fast pace environment. Over 150+ daily customers.
- Perform all administrative tasks, such as lead other bartenders, set up the bar, keep account of the alcohol inventory, provided safe drinks and creating the schedule.
- Handled the POS system, cash and credit card transactions.
- Memorized orders, provided excellent customer service, met daily sale goals.

**Victoria Secret, Lynnhaven Mall, Virginia, VA**

04/16 – 04/19 - PINK Sales Specialist

- Handled cash transactions as being a cashier. Accounted for inventory.
- Met weekly quotas on time individually and as group sales exceeding amounts of \$10,000+ or more per week.
- Learned product knowledge granting the know how to increase a companies average dollar sale.
- Implemented Sales strategies for the work center during daily operations which lead the team to daily goal success.

- Provided Face to face customer service with hundreds of people.
- Exceeded sales target from years 2016-2019 at the largest store on the East Coast.

### **Perry Library, Old Dominion University Campus**

05/2017 - 02/2019 Librarian assistant

- Manage local daily and weekly checkouts
- Implemented the Dewey Decimal Classification System
- Shipped books online via online retail store
- Package handled daily and use of stamps
- Train new librarian assistants.
- Created step by step documentation that is used as training.
- Reviewed technical documentation and procedures.
- Maintained and updated customer service logs.

### **Previous Weekend & Part-time Jobs**

- Buffalo Wild Wings
- Texas Roadhouse
- Tropical Smoothie Cafe