

**Alex Grullon**  
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## **EDUCATION**

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- **Bachelors of Science** in Information Technology w/ an Advance Software Certificate
  - **Associate of Arts** w/ a Concentration in Information Technology
- University of Phoenix**, Online , Arizona

## **SKILLS**

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I have a passion for technology and I love keeping up to date with the latest in Web and Software development. I have gained experience through completing College Courses and Online Tutorials focusing on the below skills.

Skill highlights:

- Web Languages: HTML/HTML5, CSS/CSS3, Bootstrap, and JavaScript

## **PROFESSIONAL WORK OF EXPERIENCE**

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**The Cut @ Sears Canada**, New York, New York, April 2017-October 2017  
**Omni Assistant Buyer**

- Assisted Buyer in the developing of monthly assortments and negotiating cost, payment, and shipping terms with vendors
- Participated in weekly meetings by analyzing sales and presenting best and worst sellers
- Participated in the Open to Buy meetings
- Managed all aspects of orders which included writing purchase orders, tracking receipts and troubleshooting all receiving issues

**Macy's, Inc.**, New York, New York, June 2015 -Jan 2017

**Omni Merchant Assistant , Omni Assistant Buyer**

- Assisted in providing analysis for and participates in the Business Review
- Read and interpreted advertising prep sheets and recap event performance
- Collaborated with cross functional teams including Planning, Marketing, Pricing and Digital Merchant
- Assisted in vendor selection and in developing and maintaining strong vendor partnerships
- Assisted in entering prices changes on line in a timely manner and planning all advertising and promotions

**Housing Works**, New York, New York, September 2013- June 2015

**Assistant Manager**

- Boosted profits through suggestive sales techniques and executing in-store promos
- Prepared store for opening and closing, completed daily audits and operations.
- Stocked and merchandised product

**BCF**, New York, New York, November 2010-September 2013

**Department Manager**

- Hired, trained and coached all associates with the store
- Maintained merchandising integrity based off corporate directives
- Performed all day-to-day functions of running a flagship store