



GERALD ANDREWS

Bluefield, VA 24605

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304-809-7820

Friendly and reliable team player with a solid background in the manufacturing and retail sales environments, including merchandising and customer service along with extensive knowledge of certain aspects of information technology.

Authorized to work in the US for any employer

WORK EXPERIENCE

Retail Merchandising Representative

TNG Merchandising - Smyrna, GA

November 2017 to Present

Stock books and magazines on shelves according to planogram in Walmart, Kroger, Walgreens, and CVS stores in my immediate area. Answer surveys and take and upload photos for company clients as needed using company's own job app on my smart phone. Work with store management and help customers as needed to ensure customer satisfaction. Report all time each day worked by clocking in and out, using the company's own job app on my smart phone.

Retail Merchandising Representative

Spar Merchandising - White Plains, NY

January 2016 to Present

Complete resets, build displays, put up signage, complete audits, and stock and price merchandise in various Family Dollars in my immediate area. Take and upload photos of all work performed. Work with store management and help customers as needed to ensure customer satisfaction. Report all work at the end of each work day by filling out surveys and uploading all photos of my work performed in each store.

Retail Merchandising Representative

American Greetings - Cleveland, OH

December 2015 to Present

Stock greeting cards and other American Greetings merchandise to pockets in the greeting card departments of various Dollar General stores in my area. Keep the everyday and seasonal greeting card sections straight during every store visit. Put up seasonal greeting card displays as needed. Audit and inventory greeting cards quarterly in each store, using an app on the company issued tablet. Work with store management and help customers as needed to ensure customer satisfaction. Report all work performed and time worked at the end of each work day, using the company job app on the company issued work tablet.

Glidden Paint Representative

CROSSMARK - Plano, TX

February 2013 to February 2017

Stocked and straightened the color chips in the color centers of paint departments of various Walmart stores in my area. Built or put up displays of Glidden products within the paint departments in each Walmart store. Stocked and restocked Glidden paint products on store shelves as needed. Updated software in the paint color and tinting machines as needed in each Walmart store to update numbers for new paint colors and new tints to the system. Put up signage. Took and uploaded photos of all work performed in each store, using my smart phone. Worked with store management and helped customers as needed to ensure customer satisfaction. Reported time and work performed at the end of each work day by completing surveys and uploading the photos I took of my work performed that day.

Retail Merchandising Representative

Hallmark - Kansas City, MO

February 2014 to April 2015

Stocked and straightened greeting cards and other Hallmark products within the greeting card departments of Walmart stores in my area. Built and put up seasonal greeting card displays as needed in the stores. Completed audits and inventories each store visit, using the company job app on the company issued work device and then by submitting the information to Hallmark to keep inventories accurate. Helped with greeting card resets and revisions in my stores and other stores as needed. Put up signage as needed. Worked with management and helped customers as needed to ensure customer satisfaction. Reported all time worked each day by clocking in by scanning the bar code located inside my company service drawer within the greeting card department, using my company issued work device.

Retail Marketing Representative

Acosta/Mosaic - Jacksonville, FL

December 2013 to April 2015

Built or put up displays of video games, video game products, tax products, and gift cards in various Walmart stores in my area. Put up and updated video game signage weekly within the video games section and front entrances of the stores to help promote the sales of video games. Put up and updated signage for the laptop computers within the electronics departments to promote sales of laptop computers. Completed in and out of stock audits on certain video game titles weekly to help ensure that inventory levels stayed accurate and satisfactory. Completed surveys, took photos of all work performed and uploaded them to the company's job app on my company issued tablet. Worked with store management and helped customers as needed to help ensure customer satisfaction.

Production Worker

Bluefield Beverage Co - Bluefield, VA

February 1999 to April 2012

My first year and a half I worked in the order picking department where I picked orders of 12 pack, 2 and 3 liter cases of Big K Soda, and cases of water to be sent to various Kroger store locations in the eastern United States. I used and operated a long tong floor jack with pallets in a safe and efficient manner. Had to pick a certain quota of so many cases of beverage products a night according to order demand and to meet the satisfaction of the stores and customers. After my first year and a half in order picking, I spent the rest of my eleven and a half years at the company working in production and distribution areas within the company. In production, I operated beverage production machines, such as depals, fillers, packers, palletizers, and forklifts in a safe and efficient manner. Worked in the mixing room, where I mixed the different ingredients of each flavor of soda in a container and then placed in the appropriate tank to have it ready for production. In the distribution warehouses, I loaded and unloaded trucks, using forklifts in a safe and efficient manner. Stacked and organized pallets of soda and water by flavor, using forklifts in a safe and efficient manner.

EDUCATION

Associate in Information Systems Technology

Southwest Community College - Cedar Bluff, VA

January 2013 to August 2015

Diploma in General Studies

Bluefield High School - Bluefield, WV

September 1991 to June 1994

SKILLS

- **Microsoft Office:** Experience with typing research papers, documents, and letters into .doc files and uploading them through email and college blackboard. Experience of using PowerPoint to upload photos and create slide shows and documents for presentations. (4 years)
- **Web Design:** Familiarity with designing and coding the content of websites through html, styling the websites through css, and the interactivity of websites through javascript, using text editors, such as Visual Studio and Note Pad and tools, such as WordPress and Wix. In college I worked with a team of other students to help design a website for an animal shelter in Mercer County called A.L.I.V.E. using Wix, and as an intern, I redesigned the members directory page for the Russell County, VA chamber of commerce website by adding photos, company member logos and editing and updating company information on the page using Word Press. (7 years)
- **Graphic Design:** Familiarity with designing computer graphics, logos, and creating photo collages using software such as Gimp and Photoshop. Familiarity of editing photos using software, such as Gimp and Photoshop. (7 years)
- **Geographic Information Systems Technology :** Took Geographic Information Systems Technology in college for a year and learned how to create statistical maps through typing in data statistics along with the location(latitude and longitude) and submitting that info over using the software Arc GIS to create the map. (1 year)
- **Visual Studio:** Learned how to program basic applications in the Java and C++ languages through creating and debugging code in college. (2 years)
- **Merchandising** (8 years)
- **Customer Service** (8 years)
- **Retail** (8 years)
- **Marketing** (1 year)
- **Forklift Operation** (10+ years)
- **Warehouse work** (10+ years)
- **Operating beverage production machinery** (10+ years)

GROUPS

Epsilon Pi Tau

January 2015 to January 2016

Epsilon Pi Tau is a collegiate organization recognizing students with high academic achievements in the technological field of study.

ADDITIONAL INFORMATION

I love to design my own websites, applications, banners, and logos not only as a hobby, but because I enjoy learning something new from web development and graphic design everyday. I would also enjoy getting the chance to express my interests and creativity through something I enjoy doing daily. I would love to eventually pursue a career one day in one of these professions and get the opportunity to share my talents, put them to use, and learn even more working in a professional or team environment.