

Melanie Schmale

Assistant Store Director

Sewell, NJ - Email me on Indeed: [indeed.com/r/Melanie-Schmale/d3534c83f4f9a1c2](https://www.indeed.com/r/Melanie-Schmale/d3534c83f4f9a1c2)

WORK EXPERIENCE

Assistant Store Director

Fashion To Figure - Cherry Hill, NJ - 2012 to 2014

Helped train the stylists on giving excellent customer service.

- . Handled the daily, weekly, and monthly reporting of store totals to the store owner and district manager.
- . Helped store manager in recruiting / training new stylists
- . Responsible for store deposits and ordering money as needed for the store.
- . In charge of ordering store supplies.
- . In charge of training the stylists the store standards of styling mannequins, displays, and placement of shipment.
- . Helped encourage and guide stylists to meet and exceed store goals.
- . Worked with the team on how to keep control of company approved inventory control levels.
- . Helped train the stylists on different projects.
- . Involved with the management team on setting up games/competitive ways to have stylists make goals.

Store Manager

Avenue - Moorestown, NJ - 2007 to 2011

Lead direct reports in achieving store sales targets through improved customers engagement

- Responsible for the scheduling/processing of all incoming and outgoing inventory.
- Implemented with my staff all in store corporate driven visual product merchandising
- Coordinated all inventory audits through externally hired third party vendor (RGIS)
- Recruited, Hired and Trained all in store personnel

Hosiery Department Manager

Forman Mills - Turnersville, NJ - 2005 to 2007

Sort and place newly received inventory onto sales floor

- Department Inventory Audits
- Handled markdowns of inventory
- Scheduled department helps daily work duties
- Other Duties Included Cashier, Customer Service, Signage, Promotional event help.

Ladies Department Coordinator

AJ Wright - Turnersville, NJ - 2004 to 2005

Handled incoming inventory and its placement on the floor.

- Ran customer service, layaways, cash office and made store deposits.
- Was involved with store management team in the hiring of new employees.
- Multiple store location key holder.
- Responsible for store deposits.

Assistant Manager

Naturalizer - Deptford, NJ - 2003 to 2004

Handled the reporting of weekly store totals to our district representative.

- Helped encourage and guide sales associates to meet store goals.
- Was involved with store management team in the hiring of new employees.
- Multiple store location key holder.
- Responsible for store deposits.

Assistant Manager

Ann Taylor Loft - Deptford, NJ - 2002 to 2003

Calculated daily store figures.

- Handled the reporting of weekly store totals to our district representative.

- Managed incoming inventory and its placement on the sales floor.
- Facilitated meetings that introduced new store initiative (Coupons/Sales Events).
- Single location key holder
- Responsible for store deposits.

Assistant Manager

Fashion Bug - Deptford, NJ - 1995 to 2002

Handled the Daily/Weekly reporting of store figures for my store location and others.

- Managed staffing schedules, to ensure proper coverage.
- Helped oversee and participated in taking inventory.
- Participated with the management team on a new hire committee.
- Trained all new sales associates on store procedures and floor layout.
- Facilitated in store meetings with sales teams.
- Managed all in store shipping and receiving of inventory.
- Responsible for implementing all store sets for new products.
- Multiple store location key holder.
- Responsible for store deposits.

Interests Sewing, Gardening, Fishing, Camping, and spending time at the shore.

Other Looking forward to working with a highly motivated and enthusiastic sales force to achieve business and personal goals. I am anticipating lending my input from past experiences into a new team environment

EDUCATION

High School Diploma in Education

Camden County Vo-Tech Sicklerville - Sicklerville, NJ

1988 to 1992