

STEVE SMITH
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Campus Address:
1 FAU Boulevard
Boca Raton, FL 33431

Permanent:
13 Sparrow Drive
Orlando, FL 32801

OBJECTIVE

To secure a management position in a retail organization that allows me to leverage my operations and marketing experience.

EDUCATION

Bachelor of Business Administration, Management
Florida Atlantic University (FAU)
Overall GPA: 3.8/4.0
Honors: Dean's List

Expected Dec. 20XX
Boca Raton, FL

KEY ACADEMIC COURSEWORK

Marketing Management
Advanced Managerial Finance
Retail Management

Marketing Strategy
Operations Management
Operations Management Applications

BUSINESS EXPERIENCE

Circuit City

Boca Raton, FL

Assistant Floor Manager, Home Entertainment

Aug. 20XX – Present

- Supervise 4 staff on all daily operations including customer assistance, sales, inventory, and theft detection
- Trained over 20 employees during tenure on daily operations and Circuit City policies
- Report department's sales figures at weekly store-wide meetings
- Promoted to position based on top sales performance and customer satisfaction

Sales Associate, Home Entertainment

Sept. 20XX – Aug. 20XX

- Answered customer questions and provided purchasing recommendations
- Exceeded department average sales by 30%

Carnival Cruise Lines

Miami, FL

Summer Intern, Marketing Department

May 20XX – Aug. 20XX

- Managed customer data – collected information and reported findings at weekly meetings
- Researched potential advertising channels including print and electronic publications and presented recommendations for new marketing initiatives
- Supported Marketing Assistant in analyzing the success of Carnival's marketing efforts in comparison to its competitors in the United States and abroad

COMPUTER SKILLS

Microsoft Office (Excel, PowerPoint, Word, Access), Internet Research

ACTIVITIES

Alpha Kappa Psi, Member (20XX – Present)

American Marketing Association, FAU Chapter, Student Member (20XX – Present)