# JEFFREY D LITTLETON

#### CONTACT

Georgetown, TX United States 78633 5127911783 littletonjeffrey@gmail.com

#### **EDUCATION**

Certificate in Full-stack Web
Development
University of Texas - Austin |
Austin, TX United States
2022 - 2022
Comprehensive Focus on both
Front and Back-end Web
Development

#### **OBJECTIVE**

Full-stack (MERN) developer with a focus and passion for UI/UX. Seeking to contribute to H-E-B's Digital success by merging extensive knowledge of the retail grocery business with cutting-edge technical skills.

#### WORK EXPERIENCE

#### **Manager/ Manager Trainer**

H-E-B Grocers | Round Rock , TX USA 06/2008 - Present

- Utilize independent judgment making employment-related and business decisions, or effectively recommending such decisions, including product- and department-related strategies, hiring, promoting, disciplining, suspending, discharging, rewarding, or otherwise engaging in resolving Partner-related matters
- Manages / controls shrink to meet or exceed Corporate strategy goals
- Ensures compliance with all Federal, State, and company regulations and standards for product freshness, food safety, refrigeration, and sanitation
- Delegates work to appropriate Staff based on complexity of tasks and skills, interests, and individual capabilities
- Monitors progress on assigned tasks and follows up on the completion of assignments and end results
- Accountable for department labor and production schedules; coaches on schedule effectiveness
- Fosters a sense of teamwork among Employees and Managers to ensure a focus towards common goals
- Coaches and delivers real time feedback that develops staff and drives them towards achieving business results
- Train, Develop, and Coach managers throughout their transition into leadership
- Owns personal development through pursuing ongoing leadership and product knowledge training
- Accountable for merchandising strategy that optimizes financial performance and is aligned with corporate strategy as well as customer trends, demographics, and segments
- Ensures execution / tailoring of Corporate merchandising plans to achieve profitability goals
- Accountable for profitability expectations and results; ensures they are communicated to Management and Staff
- Participates on the Store Leadership Team to ensure coordination, integration, and alignment of total store plans

## Perishable Representitive

H-E-B Grocers | Austin, TX United States 09/2004 - 06/2007

- Provide superior customer service
- Prepare and package products
- Merchandise product
- Order, rotate, and maintain profitable inventory levels
- Train new employees

## **SKILLS**

- Front-end Development
- Back-end Development
- React
- Node.js
- Express
- MongoDB
- SQL
- CSS
- Salesforce
- Strategic Planning
- Leadership
- Develop Talent
- Communicate and Influence
- Innovative Thinking
- KPI Analysis
- Inventory Control
- Budget Management
- Customer Relationship Management
- Agility

### **HONORS AND AWARDS**

- 2011 Innovation Award District Winner
- 2012 Rich C. Leadership Award Total Company
- 2013 Grand Opening Manager University and I-35 location
- 2015- Hal Collet Leadership Award Nominee
- 2021 Harvey Maybury Excellence in Management Nominee