

Samuel H. Ballew

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OBJECTIVE

As an accomplished manager for 7 years, I am seeking a new career path to use the skills I have learned as a manager to help administer and execute business ideas and help an organization and/or business grow.

WORK EXPERIENCE

Interstate All Battery Center, Hiram, GA

(August 2013- September 2020)

Operations Store Manager

- Oversee operational management for retail and commercial sale
- Onboarding- Handled the interviewing and hiring process. Made sure that all W9's and direct deposit information were completed. Also, trained new employees on individual positions that they were hired on for.
- Merchandising management, implementation and oversight
- Logistics - Oversee and coordinate the delivery and receipt of products.
- Operations - budget management, budget forecasting, evaluate margins, personnel, training, contract management, daily store activities
- Reporting - present weekly and monthly sales reports to stakeholders and review store budget.
- Troubleshooting- Handling technical issues for all of the computers, printers and operating systems, so that the business could remain operational
- Create advanced level MS Excel reports used across the company for tracking store sales, profits and losses.
- Worked hand in hand with CPA's during audits and store expense reports

EDUCATION

Kennesaw State University, Bachelor of Science, Psychology, 2013

SKILLS

- Leadership
- Problem Solving
- Communication
- Customer Service
- Project Management
- Operations
- Proficient in Microsoft Office - Excel, Outlook, Word, Powerpoint, some Access