

Mitchell Snow

Pleasant Grove, UT

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Willing to relocate: Anywhere

Authorized to work in the US for any employer

WORK EXPERIENCE

Department Manager

Scheels Sports - Sandy, UT - April 2015 to Present

Oversee the overall success of departments ran. Including purchases, re-orders, margin development, inventory control, etc.

Ability to recognize inefficient processes and make changes as needs may change for each shop/season

Departments managed:

Snowboard, ski, snowmobile clothing, and watersports

photographer

Propix Event Photography - Orem, UT - December 2014 to December 2015

Responsibilities

Travel to destination of event with Photography and sales equipment. Set up booth prior to event start time.

Take pictures at event, usually dance competitions. Assist sales table during down time.

Project Manager

Fit Marketing - Lehi, UT - June 2014 to November 2014

Responsibilities

Project Planning

Define the scope of the project in collaboration with senior management

Create a detailed work plan which identifies and sequences the activities needed to successfully complete the project.

Additionally, I completed training in Google analytics, adwords, and hubspot. Upon completion, I received training in CRO, SEO and web design for ecommerce clients.

Once I understood the teams and processes and I could then organize the flow of projects more efficiently.

Social Media/Compliance Officer

Zija International - Lehi, UT - September 2012 to October 2013

Managed Social media accounts and enforced policies and procedures internally as well as externally.

Trained team members on various duties based on their specific talents within social media platforms.

Managed the fraudulent department and compliant cases.

Supervisor, Customer Service

Zija International - Lehi, UT - June 2012 to October 2013

Oversee the daily, general success of a customer service department. Trained teams on policies, handled all write ups, interviews, and new hire processes.

Assisted with top accounts for leaders in the business. Tracked their records and account history. Performed duties essential to their continued success with the company. Trained leaders on new promotions, policies, and events. Provided weekly progress reports for each business leader as needed.

Shift Supervisor/ Activities coordinator

Discovery Academy - Provo, UT - June 2011 to August 2013

Overseeing client routines in areas such as personal care, housekeeping, chores, banking and shopping. Also observes and document clients' behavior, physical condition and emotional development. Provide training for group home residents according to each individual's prescribed plan. Ensuring residents' safety. Overseeing the shift staff and ensuring a safe, functional and fun environment for both staff and residents.

Snowboard Instructor

Wasatch Academy - Mount Pleasant, UT - January 2012 to March 2012

Seasonal Snowboard instructor. Taught snowboarding at all levels from beginner to advanced. Assisted in the planning and maintenance of park features (Rails, Jumps, etc) Supervised Students from school to the mountain and their safety while while riding.

Store Supervisor

JS Jewelers - Orem, UT - November 2011 to February 2012

Assisting and managing the daily operations and activities of the jewelry store, as well as supervising employees with their daily work requirements. also responsible for storing display as well as advertising copy, performing sales work such as taking inventory, recollecting cash with sales receipts, and maintaining operating records such as records of store transaction. Opening and closing responsibilities

Supervisor/Clerk

Sundance Mountain Resort - Sundance, UT - March 2009 to August 2011

Ability to manage and mobilize a large work Team, Supervise, train and plan daily duties

Direct all employees on assigned shift ensure that all rules, regulations, and procedures are complied with.

Respond to common inquiries from other Co-Stars or guests.

Provide courteous and friendly service to all vendors, guests and Employees

EDUCATION

High School Diploma in Generals, French

Springville High School - Springville, UT

2003 to 2007

Social Outreach

silicone valley digital marketing institute - Work at Home

2016

SKILLS

sales, public speaking, interpersonal, supervision and management, project management

ADDITIONAL INFORMATION

I have ability to wear multiple "hats".