

Dwight Schrute

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Education

Scranton University

Sep. 1992 – Apr. 1998

B.A., Business Administration

Scranton, PA

- Awarded “Most Determined Student” in senior year

Experience

Regional Manager

May 2013 – Present

Dunder Mifflin

Scranton, PA

- Led a team of 10+ employees, boosting office productivity and morale
- Maintained the highest sales average, outperforming competitors despite market challenges
- Implemented innovative security measures to protect the office from threats, including criminal activity and wildlife intrusions
- Successfully negotiated client contracts, increasing annual revenue by 20%

Assistant (to the) Regional Manager

Mar. 2008 – Mar. 2013

Dunder Mifflin

Scranton, PA

- Developed and enforced company policies through the creation of the “Scrute Bucks” incentive program, improving employee engagement
- Achieved record-breaking sales, earning the title of top salesperson for five consecutive years
- Supported managerial functions, including staff supervision, client relationship management, and strategic planning

Sales Associate

Mar. 2008 – Mar. 2008

Staples

Scranton, PA

- Recognized as “Employee of the Month” for outstanding sales performance within a single month
- Leveraged exceptional customer service skills to build a loyal client base
- Demonstrated leadership by training new hires on effective sales techniques

Assistant (to the) Regional Manager

Mar. 2005 – Mar. 2008

Dunder Mifflin

Scranton, PA

- Exceeded individual sales targets, contributing significantly to branch profitability
- Introduced “Schrute Bucks” as a motivational tool, fostering a competitive & collaborative work environment
- Assisted in coordinating office events and initiatives to maintain team cohesion

Projects

Schrute Farms (Bed and Breakfast) | Sales Expertise, Leadership, Hardworking

- Established and managed a family-run agro-tourism business offering unique activities such as table-making workshops, beet farming tours, and hay rides
- Increased guest bookings by 50% through effective online marketing and guest engagement
- Maintained a 4.9/5 guest satisfaction rating on travel review platforms

Dwight Schrute's Gym for Muscles | Alpha Male, Strategic Planning, Leadership

- Designed and equipped a workplace gym, promoting health and wellness for Dunder Mifflin employees
- Created a recycling program, offering monetary incentives (5 cents/yd. of tin) to encourage sustainable practices

Skills

Professional Skills: Sales Expertise, Leadership, Conflict Resolution, Strategic Planning, Negotiation

Personal Traits: Hardworking, Alpha Male, Jackhammer, Merciless, Insatiable

Specialized Talents: Karate (Black Belt), Jujitsu, Werewolf Hunting, Table Making