1. Submitted orders for new inventory.
2. Supported professional development of team members and supervisors at all levels to place knowledgeable candidates in leadership roles.
3. Managed all aspects of store operations, including organization, maintenance and purchasing functions.
4. Trained team members in successful strategies to meet operational and sales targets.
5. Kept orderly and accurate accounting records by monitoring sales documentation.
6. Optimized store displays and appearance via strategic merchandising.
7. Coordinated weekly conferences with store associates to communicate sales and customer service goals.
8. Trained new employees on proper protocols and customer service standards.
9. Established and optimized schedules to keep coverage and service in line with forecasted demands.
10. Oversaw employee performance, corrected problems and increased efficiency to maintain productivity targets.
11. Drafted invoices for completed work.
12. Offered hands-on assistance to customers, assessing needs and maintaining current knowledge of consumer preferences.
13. Built talented and valuable team of departmental employees through outstanding mentoring, coaching and teaching skills.
14. Improved sales process and tracking with implementation of new point of sale (POS) system.
15. Multiplied earnings through sales goal achievement, customer service improvements and commitment to team objectives.
16. Brought in over $[Amount] in revenue per shift.
17. Oversaw, trained and encouraged [Number] [Job title]s, promoting culture of efficiency and performance.
18. Strengthened merchandising and promotional strategies to drive customer engagement and boost sales.
19. Completed routine store inventories.
20. Liaised with sales, marketing and management teams to develop solutions and accomplish shared objectives.