

MARY JONES

RETAIL MANAGER

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Summary

An enthusiastic, multi-skilled and focused professional who can bring passion, drive, performance, excellence and a winning mentality to any company. Mary is a quick learner who can absorb new ideas and can communicate clearly and effectively when working with people of all levels. She is self-motivated and able to contribute effectively to a team by making a real and measurable difference to the bottom line. Right now Mary is looking to join a company where she will be surrounded by like-minded individuals who strive to break records and deliver excellence within a culture that is built on honesty, passion for sport, respect and recognition. Being a results driven, self-motivated and resourceful individual, she is seeking new responsibilities irrespective of reward and recognition.

Key Skills

Management

Sales floor management
Performance tracking
Strategic thinking
Cash control
Inventory control
Query resolution
People development
Training techniques
Relationship building

Retail

Brand management
Retail knowledge
Driving sales
Merchandising
Commercial awareness
Sales maximisation
Customer focused
Driving sales
Competitor analysis

Personal

Hungry for success
Communication skills
Ambitious
Drive & resilience
Delivering results
Analytical mind
High levels of integrity
Negotiating
Good listener

Work experience

RETAIL MANAGER

May 2011 - Present

Retail Shop - Birmingham

In charge of a department that sold dozens of product lines and responsible for implementing company procedures and plans, and delivering excellent operational standards in partnership with the Retail Operations Team.

- Delivering reductions in controllable costs.
- Coaching colleagues by example every day, on and off the shop floor.
- Keeping an eye on queue lengths.
- Managing the store profit & loss account within budget.
- Making sure stock levels are maintained.
- Articulating the benefits, features and value of the store goods to customers.
- Reporting to senior managers any significant business risks or identified fraudulent activity.

RETAIL ASSISTANT

Aug 2010 – May 2011

Fashion Store

Education

Birmingham College 2008 – 2010

A Levels: Maths (B) English (A)

Baskerville School 2004 – 2008

GCSEs: Math (A) English (C) Physics (B) Geography (D) Business Studies (C)

References

Available on request.



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