

**Brenda Martin**  
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1234 Your Street, Tampa, FL 33601

## Profile

Ambitious and responsible high school graduate with excellent communication skills and retail experience. Possesses a background in sales and an interest in merchandising.

## Work Experience

### **Sales Associate, XYZ Clothing, Tampa, FL**

*May 2019 - Present*

- Provide excellent customer service to new and existing customers
- Greet customers
- Operate cash register on an as-needed basis
- Tag and display incoming merchandise and perform markdowns on previous season styles
- Create creative clothing displays on a weekly basis
- Maintain a clean and tidy work area
- Assist customers with sizing and product choices

### **Assistant, Paw Plus Pet Shop, Tampa, FL**

*April 2018 - May 2019*

- Assisted customers with pet product selections
- Remained knowledgeable on existing inventory, including product types and brands
- Answered incoming phone calls and scheduled grooming and training appointments
- Stocked shelves and maintained inventory
- Cleaned and sanitized pet access areas
- Worked the cash register and helped other retail associates as needed

## Education

### **High School Diploma**

*Tampa High School, Tampa, FL, August 2015 – May 2019*

## Key Skills

- Ability to work well with animals
- Creative problem solving
- Customer service
- Excellent verbal skills
- Knowledgeable about inventory control
- Merchandising
- POS systems