

REBECKAH ATKINSON

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<https://meritpages.com/elogin/Rebeckah-Atkinson/4372951?p=f6f92>

Professional Summary

Operated in management positions as well as other positions throughout the last 6 years, while attending college. Proven skills in management of personnel and sound business practices. Possess exceptional skills in problem solving and implementation of solutions. Experience dealing with exceptional employees as well as those who were not a good fit for the company. Proficient with office computer equipment and software (both PC and Mac.). Ability to function within a multi-task oriented business and can cope with conflict, stress and crisis situations. Ambitious and results-oriented General Manager with over 2 years of experience, creating strategic alliances with organizational leaders to effectively align with and support key business initiatives. Progress-driven planner adept at building and retaining high-performing teams. Talented Nursery Attendant well-versed in relationship-building, problem-solving and conflict-management. Active listener and dedicated professional with 4 years of experience in the field.

Skills

- Creates a positive work environment through problem solving and implementation of solutions.
- Able to multi-task within the company/corporate structure
- Proficient in both PC and Mac
- Strong sense of loyalty to company
- cash registers, cashiering, delivery, documentation, editing, employee training, hiring, leadership, Mac, neat, personnel, policies, problem solving, quality control, quick, retail, safety, scheduling, vision
- Extremely organized
- Project Management
- Team liaison
- Self-motivated
- Strong verbal communication
- Team leadership

Work History

Nursery Director, 10/2016 to 09/2018

South Strand Assembly of God – Murrells Inlet, SC

Teller, 06/2017 to 09/2017

Myrtle Beach, SC

Reservation Clerk, 03/2014 to 09/2014

OCEAN LAKES FAMILY CAMPGROUND – Myrtle Beach, SC

- Responsible for making and editing reservations for guests.
- Once a reservation has been created, a payments was taken to secure it.
- For any first-time guests, a new guest record was created, and their information was put into our system.
- Maintaining a clean working environment was a very important task as well.

GENERAL MANAGER, 06/2011 to 12/2012

FROYOS – Myrtle Beach, SC

- Responsible for the daily hiring and scheduling of personnel to run retail operations.
- Developed employee training and development programs.
- Helped develop and implement policies for the company.
- Managed additional advertisement opportunities at other off-site locations.
- Oversaw the Daily Transaction Reports and completed audits to ensure accuracy.
- Provided vision and leadership in long-range planning to ensure continuity and solvency of the company.
- Insured the accurate documentation of product and quality control of supplies on a daily/weekly basis.
- Oversaw the safety on a daily basis to ensure OSHA compliance along with daily housekeeping of business to pass DHEC Inspections.

SALES ASSOCIATE, 02/2011 to 06/2011

FOREVER – Myrtle Beach, SC

- Contributed to a positive work environment.
- Responsible for the tracking and stocking of merchandise on racks and other associated displays.
- Answered customer questions and direct them to requested merchandise.
- Ensured changing rooms were kept neat and orderly.
- Processed customers' payments on company cash registers.

03/2010 to 10/2010

RED ROBIN – Myrtle Beach, SC

- Responsible to the timely greeting of customers.

- Obtaining customers food order and the safe and quick delivery.
- Responsible for the processing of payments into company cashiering registers.

Education

BS: Psychology, December 2018

Coastal Carolina University - Conway, SC

Associate: Health Science, 2015

Horry-Georgetown Technical College - Myrtle Beach, SC

Associates: Arts, May 2014

Horry-Georgetown Technical College

Digital Arts, July 2011

Coastal University

July 2009

Horry-Georgetown Technical College

Willing to relocate to:

Additional Information

- Willing to relocate to:, Authorized to work in the US for any employer