

Resume

KATIE SHRADER

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OBJECTIVE

Looking for a position where I can use my operational skills and with my eight years of customer service to make a company successful.

WORK HISTORY

SALES SUPPORT SERVICE REPRESENTATIVE, TESSCO TECHNOLOGIES, TIMONIUM, MD

November 2019-Present

- Handles strategic government accounts
- Processes orders
- Provides quotes to customers
- Takes care of customer needs in a timely manner

ASSISTANT MANAGER, AEROPOSTLE, NOTTINGHAM, MD

May 2018-November 2019

- In charge of LP/Operations
- Manager on duty
- Handled deposits
- Merchandises product throughout the store
- Processed shipment
- Kept track of sales throughout the day
- Zoned out employees to different areas to drive sales

PHOTOPASS PHOTOGRAPHER, DISNEY COLLEGE PROGRAM, ORLANDO, FL

January 2018-May 2018

- Greeted guests
- Capture photos of guests
- Carried equipment around various locations
- Showed guests photos and edited them to their liking

SALES LEAD/STYLIST, FRANCESCA'S COLLECTIONS, BEL AIR, MD

February 2015-December 2017

- Held a key to open and close the store.
- Opened and closed cash registers.
- Handled deposits and taking them to the bank.
- Trained new employees.
- Manager on duty.
- Merchandise new product.
- Kept up with displays.

POINT OF SALES, KOHLS, FOREST HILL, MD

November 2012-February 2015

- Scanned merchandise and processed payments.
- Merchandised new products.
- Met credit goals.
- Worked on the sales floor and assisted in the fitting rooms.
- Trained new cashiers.
- Worked overnight on markdowns.

EDUCATION**SOUTHERN NEW HAMPSHIRE UNIVERSITY MAY 2021-PRESENT**

Majoring in Business administration with a focus on marketing

HARFORD COMMUNITY COLLEGE JUNE 2017-DECEMBER 2017

Associates of arts degree in digital photography. GPA 2.75

HIGH SCHOOL DIPLOMA, BEL AIR HIGH SCHOOL, BEL AIR, MD, MAY 2011

GPA of 3.0 and higher; studied various subjects and focused a lot on the art programs; including photography, drawing, music, and drama.