**MANAGER RESUME**

Julie Charles

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**Profile**

Efficient and prepared manager with three years of experience leading divisions, departments and planning goals in order to achieve mission while documenting valuable work history.

**Key Skills**

* Accounting
* Sales

**Professional Experience**

**River Tech, Assistant Sales Manager, Jul 'XX - Current**

* Implemented sales training for phone call marketing that increased division numbers 17% on an annual basis
* Directly responsible for 12% increase in showroom sales due to efficiency in turning walk-in browsers into buying customers
* Trained showroom personnel on the value of online marketing, increasing customer traffic 21%
* Reorganized showroom sales tour, making it more efficient and easier for customers to view all available products in a shorter period of time

**Crane & Jenkins, Production Manager, Aug 'XX - Jul 'XX**

* Managed the schedules of 50 employees, ensuring that the store is manned properly according to experience and skill specialties
* Implemented Lean Management directives, which cut overall operating cost by 35%
* Conducted training on new warehouse machines, which increased productiveness per man hour 25%

**Education**

Green Valley State

Aug 'XX-Jul 'XX

Business Administration/Communication