


Ethan Wright

Assistant Store Manager Trainee

Motivated assistant store manager trainee with foundational skills in inventory management, team coordination, and sales performance. Improved inventory accuracy by 10%, contributed to an 8% daily revenue increase through promotional campaign execution, and achieved a 95% customer satisfaction score as a sales associate at Retail World. Eager to apply academic marketing training and 3+ years of retail experience toward advancement in retail management.

CONTACT INFORMATION

 (555) 000-0000

 email@example.com

 Chicago, IL

EDUCATION

Bachelor of Science in Marketing
University of Illinois | Urbana-
Champaign, IL
December 2020

KEY SKILLS

- Sales tracking and performance monitoring
- Inventory stocking and cycle count support
- Team coordination and shift support
- Customer engagement and service recovery
- Promotional campaign support and execution
- Merchandising and floor reset assistance
- POS system operation and cash handling
- Manager shadowing and leadership development
- Retail operations and compliance basics

PROFESSIONAL EXPERIENCE

Assistant Manager Trainee | MegaRetail | Chicago, IL June 2024 – Present

- Assisted with daily inventory tracking and exception reporting, contributing to a 10% improvement in count accuracy during the first 3 months of the management trainee program
- Shadowed senior managers during team meetings, shift briefings, and performance conversations, documenting key leadership practices as part of a structured development curriculum
- Collaborated with sales associates to plan and execute 3 promotional campaigns, contributing to an 8% increase in average daily revenue during each event period
- Completed 40 hours of manager-in-training coursework covering scheduling, performance coaching, and loss prevention fundamentals, earning a completion certification from MegaRetail
- Assisted with floor resets for 2 seasonal merchandise transitions, completing all assigned sections on time and maintaining visual merchandising standards throughout
- Handled customer inquiries and de-escalated 3 complaints per week on average, receiving positive supervisor feedback for professionalism and problem-solving approach

Sales Associate | Retail World | Evanston, IL January 2021 – May 2024

- Provided consistent customer service across 40+ customer interactions per shift, achieving a 95% satisfaction score on post-purchase surveys across 6 consecutive quarters
- Supported 8 floor resets and merchandising updates for seasonal promotions, completing all assignments within allotted timeframes and maintaining floor-ready standards
- Operated POS systems for cash, card, and return transactions with zero transaction errors over 3 years of active register use
- Assisted in training 4 new seasonal associates on customer greeting procedures, product location, and register operations during back-to-school and holiday hiring periods