

# Education

## Auburn University; Auburn, AL

Bachelor of Science, Apparel Merchandising | August 2012
 - August 2016

# Skills

Design: Acrobat, Photoshop Microsoft Office:Word, Excel, Powerpoint, Access, Sharepoint Planning: AS400, Oracle, SAS

## Experience

## Bealls Retail Group | Bradenton, FL

- Assistant Planner, Toys + Sports and Consumables | June 2022 - Current
  - <sup>o</sup> Sets sales + inventory plans for assigned division
  - ° Allocates product to appropriate stores
  - ° Runs PivotTables, analyzes data, and passes along findings to team
- Assistant Buyer, Ladies Active Wear | October 2021 - May 2022
  - ° Helped Senior Buyer create category strategy
  - o Analyzed sales and identified styles for chase
  - ° Worked with external vendors to offer key brands
  - ° Collaborated with internal Product Development team to create + revamp private label lines
- Merchandise Assistant, Ladies Updated |
  September 2020 October 2021
  - Owned PO process, from writing worksheets to declared styles and entering + maintaining POs
  - Coordinated monthly ad samples, created weekly ad recap and informed division of all marketing communications
  - ° Served as supply lead for Ladies/Youth divisions

#### **Uncommon James** | Nashville, TN

- Inventory Associate | June 2020 -September 2020
- ° Took biweekly cycle counts of warehouse stock
- ° Received + quality checked product shipments

## Experience

#### **ABLE** | Nashville, TN

- ➤ Wholesale Fulfillment Associate | August 2019 May 2020
- ° Picked + packed wholesale jewelry orders for national retailers, tailored to client specifications
  - ° Reorganized and filed order paperwork weekly

### J Crew | Nashville, TN

- ➤ Visual Merchandiser, Crewcuts | January 2018
- August 2019
- ° Created floor maps for monthly product roll-outs
- ° Adapted visual concept book to fit store layout
- ° Placed new products and owned visual standards of Crewcuts department
- ° Collaborated with leadership team to analyze sales + inventory levels and made adjustments
- Sales Support | August 2016 August 2019
  - ° Owned online order fulfillment process, from picking to shipment
  - ° Trained new hires in sales support procedures
  - Compiled multi-store data to create weekly
    District Manager Contribution spreadsheet

#### Disney College Program | Orlando, FL

- QSFB, Pinocchio's Village Haus | January -May 2016
- ° Worked under pressure to prepare all items in a timely manner in accord with quality standards