

Bobby Business

Deerfield Beach, FL | bobbybusiness@fau.edu | (507) 509-8464
LinkedIn.com/in/BBusiness

EDUCATION

Bachelor of Business Administration in Management

Florida Atlantic University

Overall GPA: 3.9/4.0

Expected: December 20XX

Boca Raton, FL

MANAGEMENT EXPERIENCE

Store Assistant Manager

Best Buy

March 2020 – Present

Travel City, NY

- Provide personalized service and exceptional level of expertise for the customers
- Assist General Manager to ensure staff consistently provides excellent customer service and inform customers about special promotions
- Supervise the work of Sales Consultants and Sales Leads including planning, organizing, and delegating tasks to and following up to ensure proper completion in the General Manager's absence
- Protect company assets through effective inventory control and loss prevention practices

Assistant Manager

Chipotle

August 2018 – February 2020

Sunnyville, FL

- Developed schedules that met the needs of the business so that a great customer experience was delivered while also maintaining financial responsibility
- Ensured that safety and security standards were emphasized and adhered to, and that employees are trained in appropriate responses to unsafe situations
- Participated in personnel decisions regarding the restaurant team, including transfers and terminations

ADDITIONAL EXPERIENCE

Resident Assistant

Florida Atlantic University

August 2017 – May 2018

Boca Raton, FL

- Performed clerical duties as assigned by the Safety Supervisor and Assistant Director of Safety Education
- Assisted in providing an enjoyable stay for over a thousand residents by providing dependable service with a smile
- Encouraged disgruntled students who were dissatisfied with their housing accommodations
- Served as security for students, making sure unauthorized persons did not have access into the building

MEMBERSHIPS

SIGMA IOTA EPSILON, *Member*

Investors Association, *Member*

August 2019 – Current

January 2018 – August 2019

SKILLS

Microsoft Office, Photoshop, Adobe, Social Media (Instagram, Facebook, Twitter, TikTok)

LANGUAGES

Fluent in German and English



FAU CAREER CENTER

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