

Emily Carter

Austin, TX | (555) 987-6543
emily.carter@email.com
LinkedIn | Portfolio



Sales associate with expertise in customer engagement and sales growth
Enthusiastic sales associate with three years of experience in retail sales, customer service, and inventory management. Proven track record of exceeding sales goals and improving customer retention.

Professional Experience

- October 2023
- Present

Sales Associate
Trendy Styles Retail, Austin, TX
 - Exceeded monthly sales goals by **20%** through effective upselling techniques
 - Improved customer retention by **15%** by offering personalized shopping experiences
 - Assisted in training new hires, increasing team efficiency by **10%**
- August 2022 -
October 2023

Sales Associate
QuickBuy Electronics, Houston, TX
 - Provided excellent customer service, maintaining a **95% satisfaction rating**
 - Processed over **100 transactions daily**, ensuring efficient checkout experiences

Education

- May 2019

Bachelor of Science (B.S.) in Health Administration
Associate Degree in Business Administration at Austin Community College

Key Skills

- Retail sales and product recommendations
- Upselling and cross-selling
- CRM
- Point-of-sale (POS) systems and cash handling