
Area Supervisor Resume

Job Objective

Seeking work as Area Supervisor in your company in order to bring my past experiences and education with me.

Highlights of Qualifications:

- Extensive experience in supervising contract merchandisers in a retail and Warehouse setting
 - In-depth knowledge of Warehouse Management Systems
 - Profound knowledge of sourcing, interviewing, training and managing performance
 - Thorough knowledge of General purchasing and inventory
 - High regard for safety, quality and adherence to protocols, policies and procedures
 - Proficient with computer and Microsoft Office
 - Excellent communication skills to interact with both customers and various departments
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Professional Experience:

Area Supervisor, August 2005 to till date
Wendy's/Arby's Group, Sacramento, CA

- Trained, motivated and supervised team members to successfully perform job requirements.
- Lead and participated in new business opportunities through assessment and engaging in proposals to potential customer.
- Established, maintained and continuously reviewed goals and objectives for the department.
- Visited various buildings daily for inspection, tenant contact and follow-up.

Area Supervisor, June 2002 to July 2005
ABM Janitorial Services, Sacramento, CA

- Directed and supervised scheduling, Foremen, utility crew and janitors.
 - Oversaw janitor personnel in working methods and procedures.
 - Ensured payroll processes are in accordance with ABM procedures and FSLA guidelines.
 - Coordinated with customer, VWR services and sales department.
 - Participated in new business opportunities through assessment and engaging in proposals to potential customer.
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Education:

Bachelor's Degrees in Life Science, Susquehanna University, Selinsgrove, PA

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