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## Cinema Manager Resume

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### Job Objective

Accomplished Cinema Manager searching for position with well-established firm where my experienced will be utilized to the fullest.

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### Highlights of Qualifications:

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- Exceptional experience to manage retail and leisure place
  - Deep knowledge of providing coaching to team members
  - Operational knowledge of Microsoft Office applications
  - Ability to work independently and resolve all issues
  - Ability to work on weekends and public holidays
  - Ability to work under pressure
  - Ability to provide efficient organizational skills
  - Proficient to speak English efficiently
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### Professional Experience:

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Cinema Manager

Loeks Theatres, Inc., Huntington, NY

October 2008 – Present

- Provided training to all subordinates and assisted in resolving all HR issues efficiently.
  - Monitored major projects within required timeframe and budget requirements.
  - Managed all cash transactions and maintained stock control for various activities.
  - Administered banking records and maintaining cinema database.
  - Developed and distribute all publicity materials as per requirement.
  - Managed all special events and box office functions for all events and screenings.
  - Developed and maintained professional relationships with various contracts and agreements.
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### Education:

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Bachelor's Degree in Hotel Management

Central College, Pella, IA

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