
Hertz Manager Trainee Resume

Job Objective

To be a part of The Hertz Corporation as Manager Trainee.

Highlights of Qualifications:

- Vast solid customer service experience
 - Huge line management and previous sales experience
 - Proficient with computer applications
 - Excellent written and oral communication
 - Exceptional ability to multitask and contribute to a fast pace environment
 - Strong ability to project a professional appearance
 - Excellent ability to read and understand driving directions and maps
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Professional Experience:

Hertz Manager Trainee
Hertz, Raleigh, NC
January 2009 – Present

- Managed customer service goals.
- Increased sales and recommended referral sources.
- Protected company assets and cleaned and serviced site facilities.
- Handled billing issues and processed payments.
- Participated in Hertz Improvement Process.

Hertz Manager Trainee
The Hertz Corporation, Raleigh, NC
March 2004 – December 2008

- Prepared material estimates for customers timely.
 - Synchronized delivery and getaways of customer orders.
 - Resolved customer complaints and problems.
 - Established strong relationships with customers.
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Education:

Bachelor's Degree in Business Management
Delta State University, Cleveland, MS

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