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OBJECTIVE : Utilize my skills, experience, and abilities in management, particularly sales, customer service environment

My experience included the following:

- Overseeing daily operations
- Monitored work flow activities
- Maintained ongoing performances
- Executed processes that adhered to store values and policies
- Cultivated strong business relations with customers and employees to gain optimal sales goals
- Executed floor merchandising
- Inventory and staff management
- Successfully increased customer retention and exceeded

company's
sales goals and
initiatives.

SUMMARY : 15 years in sales
13 years in management
9 years in customer
service

EXPERIENCE :

2019 -2022 **Fresh Value Grocers**
Asst Manager
Customer service
Managing front end
operations, till
balancing, refunds,
voids, deposits,
closing store
procedures

2019- 2022 **The Foundry**
Office Manager
Training of staff
Overseeing office
and work assignments

2018-2019 Gold Star Sales

2017-2018 Jimburke Sales

2015-2017 **Walgreens**
Sales

2007-2015 **GNC Store Manager**

- responsible for ongoing daily procedures of business
- processing of daily reports to ensure profit goals are met
- scheduling of staff
- key log and issuance
- training of staff
- inventory tracking
- monitoring loss prevention measures

- directing planogram floor set
- processing employee payroll
- selection of staff