

Miriam Wheatley

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PROFESSIONAL SUMMARY

Dependable professional with experience in business administration, merchandising and retail sales and management. Known for being diligent, positive and a team player. Always seeks to work well with clients and exceed expectations.

SKILLS

- Business Management
- Supply Procurement
- Office Admin/Data Entry
- Microsoft Office Suite
- Upselling/Cross-Selling
- Customer Relations
- Training Employees
- Market Analysis
- Public Relations and Marketing

PROFESSIONAL EXPERIENCE

Hanes Brand Inc. **Sales Merchandiser** **Sacramento, CA** **5/2014-1/2017**

- Consistently exceeded sales goals by developing client relationships.
- Effectively utilized sales floor space to maximize visibility of the products.
- Successfully coordinated in-store sales events.
- Demonstrated leadership while conducting sales associate training regarding product details, how to communicate product benefits, and how to respond to potential scenarios/questions from customers.
- Worked collaboratively with store management to acquire space and execute promotions.
- Managed a territory that included different types of stores with different customer bases and revenues.

Macy's **Sales Specialist** **Sacramento, CA** **9/2010-5/2014**

- Facilitated connection with customers, gained trust and inspiring ideas for specialized purchases and building relationships for future sales.
- Partnered with Merchandise Processing Team, store management and vendor coordinator to ensure execution of specialty line concepts and standards, clientele for upcoming events.
- Supported struggling store locations on increasing sales; managed and meet seasonal sales goals.
- Spearheaded events that support women's charities, raised awareness and donations.
- Enhanced business strategies by accelerating the company's vision statement for team players.
- Coordinated and managed upcoming seasonal apparel and assisting management with final decisions.

New York and Company **Sales Associate** **Sacramento, CA** **8/2008-4/2011**

- Engaged customers through effective communication and superior customer service.
- Diligently reflected company values.
- Ensured accuracy of inventory control systems.

EDUCATION and TRAINING

Certificate of Completion - IREM Sacramento Restart Program **March 2018**

Comprehensive 5 week residential property management training program.

Certificate of Completion – Sacramento County Inspection Course **March 2018**

Comprehensive 5 week residential property management training program.

Bachelor of Arts in Business Management

American Intercontinental University

November 2003