London, September 27, 2018

HUMAN RESOURCE

COMPANY NAME

123 Street Name

City, State

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Sincerely Yours,

Fist Last Name

KatieMcSweeney

124 Alexander St.

Armidale, NSW 2358

(00) 123 45678

email@emai.com

linkedin.com/profile

Market Analyst

KatieMcSweeney

124 Alexander St.

Armidale, NSW 2358

(00) 123 45678

email@emai.com

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Market Analyst

**personal skills**­­

* Teamwork
* Networking
* Leadership
* Innovation
* Motivation
* Crativity

**Hobbies / interestes**

* Reading
* Photography
* Cooking
* Travelling
* Sport

**Profile**

Experienced, resourceful and effective retail manager with proven proficiency in all aspects of boutique management. Cutting-edge merchandiser with expert ability in combining innovative display techniques with visual standards and sales strategies in order to achieve optimal retail success.

**Education**

**University of South Australia /2010**

*M.Ec | Market Analyst*

**University of New South Wales / 2008**

*B.Sc | Economics*

**Experience**

**Retail Manager | Sydney, NSW**

*Bella’s Boutique | 2010 - present*

* Implement business goals and manage all aspects of a boutique store that specializes in high-end women’s wear with an emphasis on ultra-feminine and European lines.
* Utilize fashion expertise to select and order merchandise that will appeal to our clients.
* Handle all purchasing and receiving by building on-going relationships with international vendors.

**Sales Associate | Brisbane, QLD**

*Melissa House| 2009 - 2010*

* Utilized visual display talent on a weekly basis as the Primary Merchandiser for the Designer Women's Wear department.
* Awarded Associate of the Year, 2000 and five-time Associate of the Month for sales volume that was consistently 25-35% above average.
* Coordinated bi-annual trunk shows to premier new collections which included marketing and detailed event planning.

**Technical skills**­­

* MS Office Suite
* Adobe Photoshop
* Adobe Illustrator
* MysSQL Database
* PHP Language Programming
* Wordpress
* Web Development
* Google Analysis

**References**­­

* Mr. First Last Name

Compnay Name / CEO

Telp.: (00) 123-45678

Email: mail@mail.com

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