

# Phillip Bailey

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## Summary

- Over 15 years of dedication and dependability in retail sales
- Currently enrolled in Sacramento American River College's culinary program

## Highlights

- California Food Handler's Card
- Knowledge of health and safety codes and regulations
- Ability to follow recipes, instructions and guidelines
- Knowledge of recipe yields and conversions
- Performs multiple tasks smoothly and efficiently in a fast-paced environment
- Meticulous worker; attentive to quality and detail

## Experience

### **Aquatics Specialist–Petco, Fair Oaks, CA• August 2003– Present**

- Greet customers and act as the primary resource regarding all aquatic life education and care
- Assist in the proper selection of aquatic life and merchandise in accordance with their specific needs
- Oversee day to day operations of roughly 2,500 gallons housing fresh water fish, plants and marine life
- Make weekly purchases of fish and supplies
- Routine inspection of area, keeping it neat and visually enticing to draw customers

## Accomplishments

- Establish relationships with repeat customers who request my assistance when making their selections
- Commended by supervisors for flexibility in changing work hours when asked and filling in during scheduled off-days for absent employees
- Developed a strong ability to communicate with irate customers
- Certified Aquatics Specialist

**Sales Associate—Nike Outlet, Vacaville CA— April 2001 to August 2003**

- Provide customers with assistance and suggestions in making their purchase
- Order inventory, kept department tidy and shelves clean and shelves stocked
- Worked all areas of the store including sales, register, receiving inventory and checking for discrepancies
- Monitor for theft

**Accomplishments**

- Knowledge with store items and able to educate customers on various types of shoes to fit their lifestyle
- Successful in making sales to help store achieve sales goals

**Skills**

Operating cash registers and POS systems  
Own set of knives and continue to work on speed and accuracy  
Basic Microsoft Word and Excel

**Education**

High School Diploma  
American River College— Culinary Arts Program, Currently Enrolled