



EDUCATION

B.A. IN BUSINESS ADMINISTRATION, UNIVERSITY OF WASHINGTON

- Concentration in Marketing and Retail Management
- Certificate of Studies in International Business
- Prepared a 50+ page marketing study and style guide on the logistics of opening an apparel retailer in Japan

CERTIFICATE IN FASHION DESIGN, BALTIMORE CITY COMMUNITY COLLEGE

- Certificate of Studies in Fashion Design
- President of the BCCC Fashion Club
- Leader of the planning and budget committee for the college's annual fashion show

INSTITUT D'ÉTUDES POLITIQUES DE PARIS

- Independent study abroad in Paris, France
- Top marks in Fashion History, Fashion Branding, and Art History

EXPERIENCE

CIRCULATION ASSISTANT II: BALTIMORE COUNTY PUBLIC LIBRARY NOV. 2015 - CURRENT

- Support Librarians in planning, organizing, and implementing community events and programs
- Maintain collection and patron data accuracy using POS and database management software
- Merchandise product to create attractive displays

STOCK LEAD AND INVENTORY CAPTAIN: MICHAEL'S ARTS & CRAFTS MAR. 2015 - JAN. 2016

- Worked with the Replenishment Team to merchandise semiweekly product shipment and manage ecommerce orders
- Assisted Stock Manager in implementing merchandise assortments and inventory plans
- Reviewed and managed inventory levels of product on a weekly basis via inventory management software
- Discovered a \$1500 accounting error during annual inventory that saved the store from being on the 'target shrink' list
- Implemented new replenishment methods to reduce weekly shipment processing time, and maximize product sales

DEPARTMENT TEAM LEADER: URBAN OUTFITTERS OCT. 2012 - AUG 2014

- Led the Women's department in merchandising and driving sales, shipment and stocking procedures, as well as RTVs, weekly markdowns, fulfilling ecommerce orders, and customer service practices
- Assisted the store Merchandising Manager in analyzing sales reports in order to generate seasonal merchandise plans
- Altered merchandising plans in order to accommodate unexpected market trends and product performance
- Led morning semiweekly shipment procedures, operating as urgently and efficiently as possible
- Analyzed sales reports on a weekly, monthly, and seasonal basis - merchandising product accordingly
- Informed store employees on industry trends and new product using seasonal trend-forecasting mood board displays
- Implemented new communication methods that increased productivity within the store

SKILLS

SOFTWARE

Excel
MS Office
Adobe Suite
POS Systems

FASHION

Trend Forecasting
Merchandising
Graphic Design
Illustration

+ MORE

Time Management
Team Communication
Organization
Working Under Pressure
French Language
Driving Results