

ANDREW WEITZMAN

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OBJECTIVE

To work in a challenging and fast-paced environment where I can utilize my research skills as well as my ability to educate others.

SUMMARY

- Especially skilled at teaching others about any given information necessary to become successful
- Proven ability to be a loyal employee

A talent for adapting to an environment to maximize potential of those around me.

WORK EXPERIENCE

Starbucks Philadelphia, PA

January 2011 to Present

- **Shift Supervisor**
 - Manage the employees during a given shift
 - Conduct Inventory counts on a regular basis
 - Ensure the proper cash management procedures are followed on a daily basis
 - Educate and coach employees on conduct and special items

Finest Known Boca Raton, FL

January 2008 to October 2010

- **Inventory Manager**
 - Designed the website layout for the numismatic division of the company used in assisting sales and education of clients
 - Researched each coin history using various databases and sources
 - Wrote the content and the historical significance for each item on the website to further educate prospective clients
 - Tracked the sales of each coin in the inventory and valuating the coin for retail sale
 - Educated the sales associates about each item

21st Century Investor Boca Raton, FL

January 2006 to December 2008

- **Customer Service Manager**
 - **January 2007 to December 2008**
 - Supervised representatives
 - Assigned shifts for representatives to cover the hours of operation
 - Educated the salesmen on the technical and content aspects of the business to improve their knowledge base
- **Customer Service Representative**
 - **January 2006 to December 2006**
 - Answered inbound phone calls from customers
 - Handled basic technical problems regarding website and payment for the newsletter

EDUCATION

B.A. History and Sociology, Florida Atlantic University, Boca Raton, FL

December 2005

High School Diploma, Cherokee High School, Marlton, NJ

June 2000

COMPUTER SKILLS

Office Applications: Microsoft Office, Mozilla Thunderbird

Contact Management System: SalesForce CRM

ACTIVITIES AND INTERESTS

Recreational sports, Running, Reading, Computers, Golf, Volunteering

References

Available upon request