timothy bell

Phone Number | Email | City, State | LinkedIn URL

# education

**West Virginia University**, Morgantown, WV May 20XX

John Chambers College of Business & Economics GPA: 3.74

Bachelor of Science in Business Administration

Major: **General Business**

Minor: **Marketing**

INTERNSHIP EXPERIENCE

**District Manager Intern** May 20XX-August 20XX

**ALDI,** Saxonburg, PA

* [Begin with action verb; focus on your skills gained in the position & value added to the origination]
* Achieved a 15% improvement in operational efficiency by preparing and presenting a detailed report after shadowing store management to gain a comprehensive understanding of operations.
* Applied Customer Satisfaction Pyramid insights during store tours and walks, boosting customer satisfaction scores by 10% in six months.
* Assisted with administrative tasks such as payroll, memo verification, and hiring processes, contributing to efficient store operations and supporting new employee onboarding.
* Led initiatives to improve store conditions and associate performance, contributing to inventory management, store resets, and grand openings to enhance efficiency and customer satisfaction.

# work experience

**Sales Associate** June 20XX-Present

**Old Navy,** Morgantown, WV

* Utilized suggestive selling techniques to achieve a monthly goal of 15 credit card sign-ups.
* Educated customers on the Old Navy loyalty program and the benefits of the store credit card.
* Supported multiple store areas, including the sales floor, fitting rooms, and back-of-house operations.

**Server** June 20XX-August 20XX

**Friendly’s,** Middletown, OH

* Provided excellent customer service at a high-volume location, averaging 100 guests per shift.
* Managed cash register operations, including handling cash, processing credit card transactions, and balancing the till at the end of each shift.

UNDERGRADUATE PROJECT

**Proctor & Gamble, Braun Subdivision (WVU Partnership)**Fall 20XX

* [Bullets should begin with a description of the project; the following bullets will relate to tasks/results]
* Utilized research methods to collect primary and secondary data about Braun and Gen Z.
* Created new ideas for Proctor & Gamble to increase revenue and build brand awareness,
* Presented findings to members of Proctor & Gamble marketing team at their headquarters.

# Extracurricular activities

**Student Ambassador,** **Chambers College** August 20XX-Present

* [Extracurricular activities should describe organization involvement & leadership experiences gained]
* Represent the Chambers College to prospective students and families at various recruitment events
* Led dynamic tours of Reynolds Hall for alumni, prospective students, faculty, and staff, increasing enrollment interest and strengthening community connections.

**Chancellor,****Delta Sigma Pi** August 20XX-Present

* Preside over chapter meetings and ensure compliance with national board criteria
* Participate in various philanthropic activities with the Ronald McDonald House, such as Karaoke with the Kids and preparing and serving meals for families