

Emily Sharp

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EXPERIENCE

University of Notre Dame, South Bend, IN — *Cashier*

January 2017 - August 2017

- Drove sales by maintaining and organizing merchandise displays in front lanes
- Managed cash drawer throughout shift
- Scanned barcodes to process sales and share pricing information with customers
- Provide good customer service by helping customers find specific products, answer questions and signing up for reward programs

TruPay Corporation, Mishawaka, IN — *Marketing Intern*

May 2018 - August 2018

- Wrote blog posts about business issues in the workplace that got published on their website
- Hubspot certified
- Researched marketing items to give away at a big event
- Got in contact and scheduled meetings with people that could help with signage and booths for the event
- Set up meetings with clients and took surveys over the phone
- Used information collected from surveys to create personas

Ulta Beauty, Warsaw, IN — *Beauty Advisor*

March 2019 - Present

- Drive sales by keeping shelves well stocked and promoting certain items to customers
- Maximize customer service by answering questions, helping the customer check out and helping the customer find what they need
- Unload trucks and boxes
- Take down old displays and put up new ones

EDUCATION

Grace College, Winona Lake, IN — Double majoring in *Marketing and Facility and Event Management and MBA*

August 2017 - May 2021 (expected graduation)

SKILLS

- Quick Learner
- Excellent communication
- Friendly
- Works well on a team
- Efficient
- Driven
- Motivated
- People person

