

TIMOTHY BELL

Phone Number | Email | City, State | LinkedIn URL

EDUCATION

West Virginia University, Morgantown, WV
John Chambers College of Business & Economics
Bachelor of Science in Business Administration
Major: **General Business**
Minor: **Marketing**

May 20XX
GPA: 3.74

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