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**Daylen
Bolden**

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Dover, DE 19901

SUMMARY

Reliable Sales Associate with strengths in inventory management, training and customer service. Friendly, knowledgeable and hard-working team player. Proven success in satisfying sales objectives and securing repeat patronage.

SKILLS

- Customer service
- Team collaboration
- Verbal communication
- Time management
- Attention to detail
- Reading comprehension skills
- Adaptability
- Building rapport
- Goal oriented
- Reliability
- Verbal and written communication
- Product knowledge
- Visual merchandising

EXPERIENCE

Sales Associate

Camden, DE

Lowe's/ Mar 2021 to Current

- Provided accurate information about products, prices and services.
- Assisted customers with product selection, sizing and styling.
- Organized store by returning merchandise to proper areas and restocked displays.
- Performed floor moves, merchandising, display maintenance and housekeeping to keep sales areas well-stocked, organized and current.
- Answered store and merchandise questions and led customers to wanted items.
- Greeted customers and provided exceptional customer service.

Host

Dover, DE

Applebee's Grill + Bar/ Jun 2019 to Sep 2019

- Greeted guests upon arrival and provided them with menus.
- Assisted servers in seating guests by escorting them to their tables.
- Maintained contact with kitchen and serving staff to properly handle dining details and address concerns.
- Helped restaurant staff set up small and large events to coordinate smooth execution.
- Checked restrooms to refill products and perform light cleaning duties, emptying trash, and restocking paper products.
- Took beverage orders and served drinks during peak meal times.

EDUCATION AND TRAINING

High School Diploma

Caesar Rodney High School Jun 2018

Camden, DE

ACTIVITIES AND HONORS

- my favorite hobby outside of work is drawing. Love to conjure up art pieces, read, and

write. I also love to travel and learn new things, it helps me to apply it best to my own life or skill set.

CERTIFICATIONS

- Certified in Adobe Illustrator
- Certified in Adobe InDesign