

# Business Psychology

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4024 Street Court  
St. Augustine, FL 32084

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## EDUCATION

Bachelor of Arts, Business Administration May 20xx  
Bachelor of Arts, Psychology May 20xx  
Flagler College, St. Augustine, FL

## PROFESSIONAL EXPERIENCE

**Creekside Dinery**, St. Augustine, FL 20xx-Present  
Server

- Recognized for excellent customer service through 3-5 random server reports weekly
- Assigned by management to train/mentor new and existing servers
- Developed communication and problem solving skills by acknowledging customer complaints and taking the necessary steps set up by management to solve the problem.

**Vector Marketing**, Jacksonville, FL 20xx  
Sales Representative

- Acknowledged by management as the Top Sales Person of the Month for September
- Sold \$15,000 of products in 3 months
- Utilized extensive training program to move from 15%-40% commission by the 2nd month
- Generated leads and prospective clients by utilizing directories

**Street Jam**, St. Augustine, FL 20xx  
Retail Sales Representative

- Acquired customer service skills by helping customers find merchandise, fitting of clothes, and completion of 25-50 transactions daily
- Screened all new hires prior to management interviews
- Followed management guidelines and procedures to conduct inventory reports of 100s of items

## HONORS AND ACTIVITIES

Alpha Chi Honor Society		20xx-20xx
Walk for Parkinson Disease	Volunteer	20xx-20xx
Florida AK-SAR-BEN Coronation	Escort	20xx
Florida Symphony Debutante Ball	Escort	20xx
Family Service Student League	Volunteer	20xx-20xx

