

Nicholas Hau

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EDUCATION

B.A. Speech Communication
University of Arkansas at Little Rock
2012

RELEVANT SKILLS

Microsoft Office Suite
Organization Skills
Vendor Relations
Mac Applications
Team Training and Development
Scheduling and Deadlines

EXPERIENCE

Merchandise Execution Team

The Home Depot, Westminster CO

May 2014 – Present

- Completed set up of product bays according to Planogram specs
- Tracking inventory using mobile device applications
- Assembling and displaying products per vendor design
- Performing general maintenance on showroom display items

Admission Representative, Westwood College Online

Alta Colleges Inc., Westminster CO

May 2013 – April 2014

- Conducting phone interviews for prospective students seeking a higher education
- Utilizing program knowledge and student profile to determine a path of study
- Continuing student support throughout and after the enrollment process

Retail Specialist, Consumer Electronics

Apple Inc., Broomfield CO

November 2012 – May 2013

- Guiding learning through small group workshops on Apple devices and systems
- Providing support for new users looking for computer and mobile device based solutions
- Maintaining up-to-date knowledge of Apple products, as well as third party accessories

Staff Development Coordinator, Trainer and Coach

5280 Gymnastics, Denver CO

January 2005 – November 2012

Maumelle Gymnastics and Cheer, Maumelle AR

River City Gymnastics, Little Rock AR

- Orientation, training and ongoing performance evaluation for new and experienced coaching staff
- Established and implemented athletic progression program
- Training, educating and supervising athletes for recreation and competitive gymnastics at multiple levels

COMMUNITY INVOLVEMENT

Rowdy Relief Fund, Arvada CO

Acting Treasurer for animal health related non-profit organization

Talking Together Inc., Miracles Therapeutic Riding, Arvada CO

Horseback based therapy for children and adults with special needs