

Sara Baker

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Objective To use my education in interior design as well as my years of experience in retail both as an associate and a manager of a small boutique.

Experience 2012-2013 The Wild Animal Sanctuary Keenesburg, CO Welcome Center Associate

- Greeted and checked in visitors
- Educated all first-time visitors with a brief orientation providing important information and background about the Sanctuary and it's mission
- Purchased and received merchandise to be sold in the Welcome Center and web store
- Served as a personal tour guide for supporters at numerous fundraising events
- Processed and shipped phone and web orders during the busy holiday season

2006-2011 Indigo Clothing Highland Park, IL Store Manager

- Acted as buyer alongside the store owner to develop an identity and serve our customer base
- Performed merchandising of incoming products throughout the store
- Engaged customers with a friendly and helpful no-pressure sales philosophy
- Cultivated relationships with customers to inform buying decisions suited to their tastes and styles
- Performed daily business administration duties such as issuing Purchase Orders, processing Receiving Vouchers, maintaining the mailing list and managing inventory
- Managed all aspects of the retail business to create a successful and enjoyable experience for employees and visitors alike

2003-2011 Teddy O' Brians Highwood, IL Bartender

- Made and served food and drinks at a busy sports bar
- Worked in addition to full-time salaried position at Indigo

Education 2002-2006 Harrington College of Design Chicago, IL

- Earned Bachelor of Fine Arts in Interior Design (and Associate's in Interior Decorating)
- Excelled technically and creatively in a rigorous and challenging curriculum

Interests Camping, softball, live music, mosaic-tiling old guitar bodies and other arts & crafts