

Daniel Cronk

Webster, NY 14580

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Work Experience

Inventory Specialist

Staples

December 2019 to March 2022

- Inventory maintenance
- Store operations, including opening and closing procedures, employee supervision, and cash management
- Receipt and processing of incoming merchandise
- Customer service and assistance
- Completion of planograms and promotional displays

Retail Associate

Savers

August 2012 to March 2019

- Processing donated books and media
- Customer service and assistance
- Maintaining a clean and organized sales area

Library Page

Penfield Public Library

September 2009 to June 2010

- Sorting and shelving of books and media

Volunteer

Rochester Medical Museum and Archives

- Collections cataloging and data input
- General organization of archived materials

Volunteer

Lollypop Farm Animal Shelter

- General animal care
- Intake and sorting of donated goods
- Cleaning tasks as assigned

Education

Regents Diploma

Webster Thomas High School

2010

Skills

- Organized and detail oriented
- Experience working as part of a team and individually
- Excellent customer service skills with ten years of experience
- Excels at following directions from supervisors