

- DAVID P. GUARDINO
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EDUCATION

Hofstra University, Hempstead, New York
Business Management, Bachelor of Business Administration

PROFESSIONAL EXPERIENCE

PRIDE STORES LLC -DOT CERTIFIED

January 2014 - Promoted to Warehouse Supervisor

I was directly responsible for all shipping, receiving and warehouse inventory for Pride's entire chain of 34 stores. I coordinated the purchasing of all products through vendors, and the distribution of those products throughout all of Pride's stores. In charge of daily driver route schedules, and inventory counts. As Supervisor, it was also my job to make sure all alcohol related products were accurately shipped to Prides 5 liquor stores in a timely manner.

April 2011 - PRIDE STORES LLC - Promoted to Store Manager

In this position I ran it all. In charge of daily accounts payable and receivables, store payroll, employee work schedules, vendors, on site marketing of product and promotional campaigns. Most importantly, making sure my staff of 9 employees knew each of their roles in the execution of a well-run, clean, friendly, profitable, retail business.

July 2010 - PRIDE STORES LLC - Assistant Store Manager

I Learned the retail business from the ground up. Countless hours spent working with cashiers at the register, interacting with customers and vendors, learning how to purchase, inventory, and market products, while maintaining a high level of efficiency and professionalism in the store.

COCA-COLA OF NORTH AMERICA

March 2007 - Material Handler

Certified in Forklift, Hi-Lo Operation and Lock out Tag out procedures. I was in charge of receiving and shipping of product, production scheduling and palletizer operation. I am proficient in Strategic Applications Processing (S.A.P). I was also a member of the Coca-Cola Safety Committee and I am also familiar with all aspects of plant operations, from the manufacturing to the shipping and receiving of product.

BEACON ELECTRONICS SERVICE CORPORATION

September 2000 - Operations Manager

As manager of statewide sales and services, I developed a tracking system for parts and labor for the company, which gave direct accountability and lowered inventory costs. I assisted in the manufacturing and developing of a computer software program that enabled customer service calls, payroll information, accounts receivable, accounts payable and parts inventory to be managed in a more effective and efficient manner. I was in charge of all advertising and marketing expenditures. In addition, my duties included the interviewing and hiring of new personnel and resolving all facets of customer complaints.