

# Nicolas Munoz

## **The sky is the limit**

Denver, CO 80247

[munoz212w6vb3\\_die@indeedemail.com](mailto:munoz212w6vb3_die@indeedemail.com)

+1 786 961 3669

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### **Warehouse Associate**

Randstad - Fort Lauderdale, FL

March 2020 to June 2022

Randstad is a staffing agency, I managed to work with them for a couple years with many companies. I have done everything from shipping and receiving to selecting and pulling orders from the shelf.

### **Store Manager**

AT&T - Sunrise, FL

January 2017 to January 2020

1. Executing the sales
2. Properly train the new hires on anything and everything AT&T.
3. Manage a team of 10 to 15 individuals.
4. Helping oversee the Broward market.
5. Inventory audit's.
6. Provide a 100% customer satisfaction.
7. Provide outstanding customer service.
8. Create schedule for the team For the following week.

### **Assistant Project Manager**

Factory direct home expo - Oakland Park, FL

January 2016 to January 2017

1. Explain to the subcontractors what needs to be done as per contract states. (Floors, bathrooms, paint ext.)
2. Work with contractors to calculate the amount of material needed for the job.
3. Order and retrieve materials from our different vendors for the job.
4. Schedule a timeframe with the homeowner on when we can initiate the remodeling.
5. Provide customer service while clients home is being remodeled.
6. Collect payment from clients throughout the length of the job.

## Education

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### **Bachelor's degree in Business administration**

Florida Atlantic University - Fort Lauderdale, FL

April 2020 to Present

## **Associate's degree in Business administration**

Broward College - Davie, FL

2018 to 2020

### Skills

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- Bilingual
- Leadership
- Team management
- Sales Management
- Inventory control
- Recruiting
- Project Management
- Payroll
- Accounts Receivable
- Office Management
- Management
- Profit & Loss
- Filing
- Stocking (2 years)
- Shipping & receiving (2 years)
- Heavy lifting (3 years)
- Forklift (1 year)

### Languages

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- Spanish - Expert
- English - Expert
- Portuguese - Beginner