

# Stanley Chan

## Management, Motivated, Coaching

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My goal is to obtain a position in a company, in which I can utilize my skills. Growing and learning within a company, leads to better service for customers and corporate expectations

### WORK EXPERIENCE

#### **Executive Sales Representative**

Alpine Limousine Service - Maywood, NJ - December 2013 to Present

##### Responsibilities

Cold calling to corporate organizations to drive sales.  
Research affiliates that companies work with.  
Assisting fleet department with TLC inspection.

##### Accomplishments

Strong leads to large corporations, speaking with CFO directly explaining our fleet services company provides.

##### Skills Used

Sourcing.  
Great verbal and writing communications.  
Working with microsoft outlook, excel, word.

#### **Stock Lead/ Sales Associate**

Coach, Inc - Paramus, NJ - December 2012 to December 2013

##### Providing Excellent Customer Service

- Clienteling to build customer relationships that I have successfully added to my address book.
- Creating a follow up with the customer for upcoming events
- Currently 20% over my yearly sales goal.
- Nominated for employee of the Month
- Maintaining SPH, UPT on weekly basis
- Handling shipment, making sure all products are accurate daily

#### **Assistant Manager**

Nordstrom, Inc - Paramus, NJ - April 2004 to December 2012

##### Ensuring sales associates are working properly with customers

- Helped managed a \$6.5 Million dollar sales floor
- Recognized as top seller in a year for sales before joining Management staff
- Managed a crew of 21 associates in Women Shoes
- Coaching all employees on meeting their SPH and UPT
- Preparing for upcoming Sales and Events
- Communicate with store SIM on accurate inventory and issues

#### **Sales Associate/Cashier**

Macy's - Paramus, NJ - August 2003 to March 2004

to make department goals. Daily, Monthly, etc.

- Providing customer services and suggest new product
- Creating new and upgrading accounts for customers

## EDUCATION

### **Accounting**

Bergen Community College - Paramus, NJ  
2002 to 2005

## AWARDS

### **Pacesetter**

January 2005

A goal that is set for year by Nordstrom to achieve on becoming the top sales person in the company. Also achieved in 2006.

### **Employee of the month**

May 2013

Named employee of the month of May for meeting all standards consisting of SPH, UPT, ADT as well as voted by other store managers