



Arianna Myers

Assistant Store Manager, Fashion Retail

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SUMMARY

Fashion retail leader with six years of progressive experience in high volume **store operations**, including more than four years supervising teams and managing daily execution. Leads sales performance, customer service, inventory flow, **merchandise ordering**, **store standards**, workforce scheduling, and Key Holder controls with steady commercial judgment. Reviews sales and operational reports, then turns demand signals into staffing, replenishment, presentation, and service priorities. Develops supervisors and hourly colleagues through clear expectations, floor coaching, timely feedback, recognition, and direct accountability conversations. Protects cash, stock, and premises through secure opening, closing, emergency response, and property checks. Communicates clearly in English with managers, colleagues, customers, and stakeholders. Ready to contribute organized leadership, reliable execution, and thoughtful team development within a busy **fashion retail** operation.

EXPERIENCE

Assistant Store Manager

Beacon Street Fashion Co. 📅 May 2024 to Present 📍 Boston, MA

Leads daily operations within a high volume fashion store, directing **sales execution**, inventory flow, workforce coverage, **customer experience**, store standards, Key Holder controls, and colleague development.

- Directed floor execution across service, replenishment, recovery, and staffing priorities during busy trading periods.
- Reviewed **sales reports** and inventory signals, guiding placement, replenishment, and merchandise ordering decisions.
- Coached supervisors through observations, feedback, recognition, and performance conversations that strengthened **accountability**.
- Built schedules around deliveries, traffic, absences, and workload deadlines, preserving leadership coverage throughout shifts.
- Served as **manager in charge** and **Key Holder** for openings, closings, call outs, cash, stock, and property.
- Reinforced EHS procedures through inspections, briefings, corrective follow up, and clear English communication.

Department Manager

Commonwealth Style Market 📅 March 2022 to April 2024 📍 Somerville, MA

Managed an apparel department within a fast paced retail setting, coordinating floor standards, **customer service**, replenishment, staffing, colleague development, Key Holder duties, and safe operations.

- Led apparel floor standards, fitting room service, replenishment, and colleague workload during **high volume** periods.
- Used weekly sales and stock reports to identify gaps and adjust presentation priorities with store leadership.
- Developed supervisors through shift practice covering recovery, delegation, communication, and store standard execution.
- Planned staffing and breaks around deliveries, promotions, and traffic patterns, keeping time sensitive work organized.
- Protected **cash**, merchandise, and premises through secure opening, closing, and after hours response procedures.
- Applied **EHS** procedures during deliveries and stockroom activity, documenting hazards and corrective actions.

Retail Supervisor

North Shore Apparel Outlet 📅 October 2020 to February 2022 📍 Peabody, MA

STRENGTHS

- ♥ **Commercial judgment**
Sales and stock reports became practical floor priorities, helping teams act on demand signals with confidence.
- 👥 **People development**
Coaching supervisors through real shift decisions built accountability, and peers began seeking advice on difficult conversations.
- 🔒 **Operational control**
Key Holder work covered cash, stock, property, and emergency response, keeping busy stores secure and ready.
- ♥ **Customer focus**
Service routines and floor coaching improved consistency, and colleagues learned to recover customer concerns calmly.
- 📅 **Workforce planning**
Schedules changed around traffic, deliveries, absences, and deadlines, keeping coverage practical when conditions shifted.
- 🚧 **Safety leadership**
Floor inspections and briefings made EHS expectations visible, with hazards documented and corrective follow up completed.

SKILLS

Retail leadership

Sales performance

Inventory management

Merchandise ordering

- Customer serviceStore standards
- People management
- Team development
- Commercial analysis
- Workforce planningScheduling
- Key Holder dutiesCash security
- Stock securityEHS procedures

LANGUAGES

EnglishNative

SpanishIntermediate

MY CAREER

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MONTHS

Supervised customer service and replenishment assignments in **high volume** apparel retail, building shift leadership, workforce coordination, sales awareness, safe stock handling, and operational discipline.

- Supervised service and replenishment assignments during busy trading periods, maintaining dependable floor coverage.
- Set shift priorities for service, recovery, fitting rooms, returns, and replenishment, checking progress throughout shifts.
- Reviewed sales summaries and stock reports with managers, connecting demand and availability with floor priorities.
- Coached colleagues on customer interactions, **English** service expectations, loss awareness, and safe stock handling.
- Supported schedule adjustments, breaks, and coverage changes when traffic or staffing conditions shifted.
- Completed opening and closing controls involving cash areas, stockroom security, and incident communication.

Senior Sales Associate

North Shore Apparel Outlet 📅 October 2019 to September 2020 📍 Peabody, MA

Delivered customer service and apparel floor execution while building readiness for supervision through dependable replenishment, delivery processing, colleague guidance, cash awareness, stock security, and EHS compliance.

- Delivered **customer service** while maintaining apparel presentation, recovery, and replenishment standards during high traffic periods.
- Demonstrated service routines, fitting room procedures, merchandise handling, and clear customer communication to newer colleagues.
- Processed deliveries and replenished selling areas according to department priorities and **customer demand**.
- Reported product requests and availability gaps to supervisors, informing replenishment and **merchandising** decisions.
- Followed cash handling, **stock security**, and EHS procedures, reporting hazards and operational concerns promptly.
- Earned expanded shift responsibilities through reliable execution and customer focus, leading to promotion into supervision.

LEADERSHIP & AWARDS

- Retail Leadership Peer Mentor, Greater Boston Store Leadership Network, 2024 to Present
- Promotion to Retail Supervisor, North Shore Apparel Outlet, 2022, following dependable shift execution
- Expanded Key Holder responsibilities, Beacon Street Fashion Co., 2024, supporting secure store operations

EDUCATION

Bachelor of Science in Business Administration

University of Massachusetts Boston 🎓 GPA: 0 📅 2019 📍 Boston, MA

Coursework: Retail management, organizational behavior, operations management, business analytics

CERTIFICATIONS

- OSHA 10 Hour General Industry Safety 📅 2023
- Key Holder and Store Security Training 📅 2023

TECHNICAL SKILLS

- Retail Operations:** Daily operations, store standards, floor execution
- Sales Reporting:** Sales reports, operational reports, commercial analysis
- Inventory Control:** Inventory flow, stock reports, merchandise ordering
- Merchandising:** Merchandise placement, product presentation, replenishment
- Workforce Scheduling:** Staff scheduling, break coverage, workload planning

- **People Management:** Coaching, feedback, recognition
- **Customer Service:** Customer recovery, fitting room service, service routines
- **Key Holder Controls:** Opening procedures, closing procedures, emergency call outs
- **Security Controls:** Cash security, stock security, property checks
- **Safety Procedures:** EHS procedures, hazard reporting, corrective actions
- **Communication:** English communication, stakeholder communication, performance conversations
- **Store Leadership:** Manager in charge, shift leadership, delegation

PROFESSIONAL AFFILIATIONS

- Greater Boston Store Leadership Network, Retail Leadership Peer Mentor, 2024 to Present
- Fashion retail leadership community, peer coaching and practical store operations exchange

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST