

Rachel Torres

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Objective: To execute my skills in every operation and occupation to bring forth growth and productivity.

EXPERIENCE

Burlington

AUGUST 2019 – FEBRUARY 2021 (Merriville, IN)

Accessories Lead

Responsible for organizing accessories and upholding up to date display standards to ensure clientele's ease of shopping experience.

Cashier

Responsible for checking out clientele's purchases, returns, exchanges, and layaways.

Victoria's Secret

MARCH 2018 – AUGUST 2019 (Merrillville, IN)

MAY 2010 - SEPTEMBER 2014 (Calumet City, IL)

MAY 2006 - MARCH 2010 (Schaumburg, IL)

Sales Generalist

Responsible for assisting with incoming shipments by processing, filling, and back stocking merchandise as needed. Ensure store's world-class brand image by maintaining the store's visual layouts and concepts. Use creative skills to display merchandise and signs throughout the store. Participate in floor recovery restocking, and other duties assigned. Provide customer service and support when sales associates are not available to ensure customer satisfaction.

Temporary Merchandise Flow Supervisor

Responsible for opening procedures and shipment deliveries using the Bill of Lading System. Communicate with managers regarding merchandise concerns or problems. Train new associates merchandise flow and procedures, and ensure associates uphold company standards.

Beauty Specialist

Responsible for organization and standards of beauty products on sales floor displays and understock of merchandise within beauty room. Established and maintained stockroom standards for the beauty backstock section. Participated and led in beauty brand guides needing creative initiative, functionality, and sales appeal for clients.

Fastsigns

SEPTEMBER 2014 - AUGUST 2017 (Northbrook, IL)

Visual Communications Specialist

Responsible for onsite consultations to discuss signage needs and gather pertinent information for future signage solutions. Discuss with clientele in store as to what best suits the project in hand and how to implement that solution to represent their business or personal needs. Conceptualizing the aesthetics of signage aspects to ensure proper communication and visual representation. Project management from beginning designs to overall completion of signage necessities.

EDUCATION

Illinois Institute of Art, Schaumburg

Bachelor of Fine Arts

Media Arts & Animation

Jan 2009 - March 2010

Bachelor of Fine Arts

Game Art & Design

October 2005 - December 2008

TECHNICAL SKILLS

Adobe Photoshop

Adobe Illustrator

OFFICE SKILLS

Microsoft Word

Microsoft Excel

WORK SKILLS

Organization

Creativity