

Ashleigh Reyes

2645 Almond St
Philadelphia, PA 19125
(267) 312-7017
areyes42567@gmail.com

EDUCATION

Maritime Academy Charter High School, Philadelphia

Graduated: June 2020

GPA: 3.5

Community College of Philadelphia

September 2021 - Current

EXPERIENCE

Rite Aid, Philadelphia— *Shift Supervisor*

July 4, 2021- Present

- Supervise and help Store Associates with daily operational tasks.
- Assist customers with their shopping needs and transactions.
- Tend to merchandising tasks
- Perform proper receiving and stocking procedures.
- Count and reconcile cash register drawers.
- Prepare deposits and order change from the bank.
- Ensure store inventory is regularly inspected, removed, or rotated according to the Product Freshness Review Schedule.
- Maintain a safe, clean, and pleasing environment for customers and associates.
- Design a monthly schedule and assign work to foster an efficient and effective workflow.
- Promoted to shift supervisor after four months as a Store Associate

SKILLS

Communication

Leadership

Problem Solving

Time Management

Adaptability

References available upon request.