

3002 Columbus Avenue
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Justin Sharpe

Objective

To utilize my experience, training, education, and abilities to aid a growing company in a position of management, sales, or customer service.

Experience

2008-Present InkStop Dublin & Columbus, OH
General/Store Manager

- Responsible for all aspects of store operations including key metrics such as sales, warranty attachment percentage, average ticket, & gross margin.
- Two weeks before fiscal 2009 began, I took over a store ranked 7th in the market in percent to goal in '08 and brought them to 1st place for Q1 '09.

2005-2008 Dole Fresh Vegetables Springfield, OH
Production Lead

- Responsible for the actions of between 50-100 team members.
- Developed the skills necessary for managing the production process.
- Created and ran the Target Zero safety team whose purpose was to reduce accidents in the plant through education and communication.

2002-2005 Tharaldson Enterprises Springfield, OH
Guest Services Manager / Auditor

- Managed the housekeeping staff and their daily functions.
- Excelled in customer service while maintaining the responsibilities of a person-in-charge.
- Audited and updated accounts via computer and completed the financial tracking information to be reported to the hotel ownership company.

2002 Ohio Institute of Cardiac Care Springfield, OH
Administration

- Learned and performed the functions of several departments including medical coding & billing, patient scheduling, reception, medical records, and daily chart preparation.

Education

1999-2001 Springfield Clark Joint Vocational School Springfield, OH

- Completed the 1-year programs Tech Prep Information Technology and Tech Prep Computer Information Systems.
- Member of a group who placed second in state competition for the creation of the "HAX LAN" local area network.

1997-2001 Northwestern High School Springfield, OH

- Received High School Diploma
- Completed OWA work study program and received diploma.

Skills

- Effectively Bilingual (Spanish)
- Experienced in retail, business & personnel management
- Completed computer systems analysis courses at Clark State
- Experienced in business to business sales and prospecting
- Fully trained and educated in Microsoft Office, Windows, and other common software
- Scored 100% on internal Dole Lead/Supervisor test – 1 of 3 employees in the plant
- Excellent interpersonal and communication skills
- Able to make decisions quickly and accurately
- Knowledgeable in a wide range of technology products

References for Justin Sharpe

Matthew Nichols
Market Leader
InkStop
2027 Polaris Pkwy.
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Robert Karban
Production Supervisor
Dole Fresh Vegetables
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Christina Henley
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