

Dylan Wylie

Manager

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Authorized to work in the US for any employer

Work Experience

GNC Store Manager

GNC - Virginia Beach, VA

May 2022 to Present

- Managed all aspects of running store
- Handled all employees' scheduling
- Handled product placement, display, and visual merchandising standards
- Motivated entire team
- Hired and trained All employees

Assistant Shipping Supervisor

Worthington Games - Virginia Beach, VA

May 2021 to Present

- Maintain ,rotate, and organize current inventory
- Fulfill all of the shipping of incoming website game orders on a daily basis
- Fulfill all of the shipping of incoming distributor orders
- Receive incoming game shipments from overseas and combine it with current inventory

Shipping and Receiving Clerk

STIHL Inc - Virginia Beach, VA

March 2022 to June 2022

Assistant General Manager (AGM)

Car Spa Car Wash - Virginia Beach, VA

October 2020 to May 2021

- Keyholder responsibilities of opening an closing location
- Oversaw a team of employees to ensure that they were following proper protocol
- Inspected cars to ensure that they were cleaned to company standards
- Provided customers with an enjoyable experience

Assistant Manager

Sports Kingdom - Fredericksburg, VA

May 2018 to October 2020

- Keyholder responsibilities of opening and closing retail store
- Oversaw multiple employees at any given time providing direction on tasks to be completed
- Went above and beyond to make sure all customers were provided a great shopping experience

Assistant GM Manager

Amerigas - Bealeton, VA

November 2017 to May 2018

- Examined propane tanks for proper dates, damage/rust to ensure they were within standards
- Organized propane tanks to be shipped to retail locations
- Assisted in interviewing potential new hires and upon them being hired i was assigned to train the new hires

Carpet Cleaner/Apprentice

Costello & Sons Carpet Cleaning - Warrenton, VA

August 2016 to July 2017

- Worked with residential and commercial clients in providing a solution to their carpeting needs
- Mixed and applied chemicals as needed
- Regularly lifted heavy objects and worked in environments that were physically demanding

Assistant Manager

AT&T - Bealeton, VA

June 2016 to November 2016

-Excellent customer service skills, operated a cash register, technical shot phones, managed customer billing,

Awards and Acknowledgements:

- Employee of the Month
- Promotion to Lead Sales Representative
- Promotion to Shift Supervisor
- Promotion to Trainer

Assistant GM Manager

White Horse Auto Wash - Warrenton, VA

May 2012 to November 2015

- Started as a wash tech that cleaned automobiles inside and out
- Moved into an Assistant Manager position after 6 months on the job
- Assisted in the hiring and termination of employees
- Trained new employees on the standards of white horse wash

Education

Diploma

Kettle Run High School

June 2011

Some College

Skills

- MANAGERIAL (8 years) (10+ years)

- Shift Supervisor (8 years)
- Crew Member (10+ years)
- Food Service (6 years)
- Team Member (10+ years)
- Fast Food (2 years)
- Shift Lead (8 years)
- Kitchen Staff
- Food Service
- Food Prep
- Grill
- Microsoft Excel
- Team Management
- Microsoft Outlook
- Forklift
- Pallet Jack Experience
- Zendesk
- Hospitality Experience
- Cooking
- Retail Management
- English
- Caregiving
- Microsoft Access
- Phone Etiquette
- Data Entry
- Data Collection
- Property Leasing
- Cash Handling
- Help Desk
- Teaching
- Instructional Design
- Kitchen Management Experience
- Forecasting
- Guest Services
- Upselling
- Medical Office Experience
- Vital Signs Experience
- Payroll
- Restaurant Experience
- Serving Experience
- Water Truck Experience

- Driving
- Time Management
- Marketing
- Microsoft Powerpoint
- Microsoft Word
- Groundskeeping
- Agile
- Training & Development
- Cashiering
- Retail Sales
- Interviewing
- Customer Service
- Host/Hostess Experience
- Brake Repair
- Management Experience
- Succession Planning
- Public Speaking
- Basic Math
- Quality Control
- Delivery Driver Experience
- Commercial Cleaning
- Packaging
- Cleaning Experience
- Load & Unload
- Sales Management
- Food Preparation
- Management
- Customer service (10+ years)
- Key Holder (8 years) (3 years)
- Shipping & Receiving
- Inventory Control
- Car Wash
- Conflict management
- Communication skills
- Store management
- Supervising experience
- Organizational skills
- Performance Management
- Human Resources

Certifications and Licenses

CPR

January 2020 to January 2021

Driver's License

May 2019 to July 2026

Food Handler Certification

Assessments

Critical Thinking — Completed

December 2018

Measures a candidate's ability to use logical approaches when solving problems.

Full results: [Completed](#)

Workplace Safety — Completed

March 2019

Following best practices to avoid accidents and injuries.

Full results: [Completed](#)

Customer Focus & Orientation — Completed

April 2019

Measures a candidate's ability to respond to customer situations with sensitivity.

Full results: [Completed](#)

Supervisory Skills: Directing Others — Highly Proficient

May 2019

Motivating others through feedback to identify improvements or corrective actions.

Full results: [Highly Proficient](#)

Management & Leadership Skills: Impact & Influence — Familiar

May 2019

Adapting leadership style to accomplish goals using rational or emotional appeal.

Full results: [Familiar](#)

Reliability — Completed

May 2019

Measures a candidate's tendency to be dependable and come to work.

Full results: [Completed](#)

Reliability — Highly Proficient

October 2019

Tendency to be dependable and come to work

Full results: [Highly Proficient](#)

Scheduling — Proficient

September 2019

Cross-referencing agendas and itineraries to avoid scheduling conflicts.

Full results: [Proficient](#)

Work style: Reliability — Familiar

May 2021

Tendency to be dependable and come to work

Full results: [Familiar](#)

Customer focus & orientation — Completed

July 2021

Responding to customer situations with sensitivity

Full results: [Completed](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.