

Jeffrey B Cater

Objective	To find a job in the field of business management or one that revolve around my current skills of supervisory, business and customer service.	
Experience	Retail Sales Associate, Connectivity Source <ul style="list-style-type: none">• T-Mobile Premium Retailer• Sales Associate Retail Sales Associate, Key Holder, GP Mobile <ul style="list-style-type: none">• T-Mobile Premium Retailer• Sales Associate Owner, Kings and Queens Business and Financial Services <ul style="list-style-type: none">• Manage multiple different divisions within the company. Care Support Guide II, GoDaddy <ul style="list-style-type: none">• Assist customers on the phone from anything from General Billing questions to more technical support questions, also make suggestions on anything that they should purchase that might be beneficial to their business. Retail Sales Manager /Kiosk Manager, OSL Retail Services <ul style="list-style-type: none">• Worked alongside Sam’s Club Management, Team Leads and Staff• Processed account changes and opened new accounts.• Provided Customer Support and Activation Assistance• Provided Technical Support for devices.• Did scheduling, training, and coaching for employees Counter Salesperson, The Retail Outsource <ul style="list-style-type: none">• One of the companies under T-Roc• Mobile Phone Sales inside Walmart	Augusta, GA March 2024 - Present North Augusta, SC April 2023 – Mar. 2024 Augusta, GA Mar. 2021 - Present Remote December. 2021 – Mar. 2023 Augusta, GA Jun 2020 – Apr. 2021 Augusta, GA Jan 2020 – Jun 2020
Skills	Cash Handling, Coaching, Human Resources, Leadership, Management, Microsoft Office, Recruiting, Sales, Scheduling, Team Building, Technical Support, Telecommunications Systems	
Certifications	Diploma:	Alison, 2023
Achievements	<ul style="list-style-type: none">• Human Resources• Web Design Certifications: <ul style="list-style-type: none">• Human Resource Systems and Processes• Modern Human Resource Management - Recruitment and Selection Process• Human Resource Policies and Organization Structure• Introduction to Anti-Money Laundering Regulations	Alison, 2023
Education	University of Phoenix Bachelor’s Degree Business Pending completion in 05/2025	