

Douglas William Smith

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PERSONAL STATEMENT

As a Store Manger for the Walgreens Corporation, I feel that it is my duty to give back and to help my community move forward.

EXPERIENCE

Target Corporation; Oconomowoc, WI—4/1994 - 6/2004

7/1997-7/2004, 4/2011-present- Warehouse Worker

As a warehouse worker, I wrote work schedules and assigned daily tasks and operated equipment. I also unloaded trailers and packed boxes for store delivery.

4/2000 - 4/2004 - Receiving Trainer

As a receiving trainer I was responsible for:

- Equipment training and re-certification
- Receipt and inventory corrections
- New hire orientation
- Traveling to new distribution centers to help open and train new employees

Walgreens Corporation—6/2004- present

6/2004- 4/2013 - Assistant Store Manager

As an Assistant Store Manager I was responsible for:

- Scheduling
- Creating daily work assignments
- Interviewing/Hiring
- Receiving
- Ordering
- Merchandising
- Training

4/2013 - Present - Store manager

In addition to the responsibilities of an Assistant Store Manager, as a Store Manager I am responsible for:

- Pharmacy operations
- Inventory control
- Loss prevention
- Managing employee performance
- Managing food safety requirements
- Managing OSHA requirements
- Community involvement

EDUCATION

Certified Pharmacy Technician

Waukesha North High School; Waukesha, WI 1988 - 1992

SKILLS

Event planning
Employee and leadership development
Merchandising
Fundraising