

# CHRISTOPHER R. SCHULTHEIS

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## OBJECTIVE

To Secure Employment in a Dynamic Sales Environment

## EXPERIENCE

### 2001-2002 Adecco: *VerizonWireless Internal Development Representative*

- Coordinated with multiple departments, processed contracts for mobile phone service and sales of handsets and accessories, ensuring compliance with current methods and procedures; tracked all orders for Rochester Business to Business Sales Team.
- Organized and stored records of sales by month for Business to Business Sales Team.
- Performed rate analysis for both current and prospective customers; developed spreadsheet templates for both data entry and data analysis in order to maintain consistency for all analyses performed by the department.
- Handled customer relations for both sales and services.
- Maintained pool of approximately 50 demonstration phone numbers and all equipment used for demonstration purposes.
- Assisted in development of internal FaxServer process and new forms to speed up time and minimize errors processing orders at VerizonWireless' Regional Operations Center.
- Developed system to track equipment returns for Business to Business Sales Department to ensure customers received credits quickly.
- Assisted Sales Training Department with development of classes and training manuals for Business to Business Operations and Business to Business Systems training classes.
- Developed process to simplify and expedite corporate customer relocation requests.
- Proficient with Microsoft Office and VerizonWireless' billing and point of sale systems.

### 1999-2000 Forest City Auto Parts: *Assistant Store Manager*

- Handled merchandising, inventory control, ordering, receiving, cash control, and maintenance functions.
- Opened/closed store; handled customer service and complaints.
- Controlled special ordering and return of equipment, defective and recalled parts.
- Managed a team of 10 employees, including scheduling, payroll, training and reviews.

### 1991-1999 Wegmans Food Markets: *International Foods Demonstration Chef, 1998-1999*

- Developed recipes as part of "What's For Dinner Tonight?" campaign.
- Coordinated with multiple product line vendors to promote different foods and cookware with an emphasis on seasonal and traditional holiday meals.
- Merchandised and demonstrated a wide variety of foods, utensils cooking techniques and preparation methods in Wegmans' flagship store.

### *Meal Center Coordinator, 1997-1998*

- Coordinated Wegmans' highest profit-margin ready-to-eat/heat-and-eat department.
- Handled merchandising, inventory control and ordering.
- Developed program for the Prepared Foods Department to reduce overall store inventory loss.
- Oversaw a team of three in both scratch and prepackaged food production.

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## **EDUCATION**

### **SUNY Brockport**

- Bachelor of Science, History & English (Literature), Completion in December 2004
- GPA 3.56

### **VerizonWireless**

- Professional Selling Skills, 2002
- Business to Business Point of Sale, 2002
- Business to Business Operations, 2001

### **Wegmans Food Markets**

- Cooking Coach Certificate, 1998

### **Monroe Community College**

- Major: Liberal Arts (Humanities), 1996-1997
- GPA 2.98

### **Army Medical Department Center & School**

- Practical Nurse Certificate (MOS 91C20), 1995
- Emergency Medical Technician (Basic) Certificate (MOS 91B10), 1994

## **ACHIEVEMENTS**

### **Academic**

- **ΦΑΘ** (Phi Alpha Theta), History National Honor Society, SUNY Brockport Chapter, Inducted April 2004
- SUNY Brockport 2004 Scholar's Day Presentation: "The Stonewall Riots & the Gay Liberation Movement," April 2004
- SUNY Brockport Celebration of Writing Competition, 1<sup>st</sup> Place Scholarly Non-fiction: "Pitting the Old against the New: Oedipal Archetypes and Variations in African Film and Fiction," April 2004
- Law School Admission Test (LSAT) Score: 159 (80<sup>th</sup> Percentile), December 2003
- **AX** (Alpha Chi), National Honor Society, SUNY Brockport Chapter, Inducted October 2003
- NY Regents Diploma, with Honors, Bishop Kearney High School, 1993

### **Monroe Community College Student Association Government Senator, 1996-1997**

- Student Senate Committee Involvement: Recycling (Chair), Community Service, Student E-mail Expansion
- Faculty Senate Committee Involvement: Curriculum Committee

### **Boy Scouts of America**

- Eagle Scout Award, 1993

## **REFERENCES**

Furnished upon request