

## ABOUT ME

Currently completing Bachelor of Arts Degree in Information Technology at DePaul University, Chicago IL.

Served as Vice President of AΨΛ Fraternity/Sorority.

## CONTACT

@ oaknoblach77@gmail.com  
📞 (847) 626-5290  
🌐 oliviaknoblach.com

Niles, IL



## EDUCATION

🎓 **DEPAUL**  
Information Technology  
2025 Pending

🎓 **OAKTON**  
Associate of Arts  
2012

# OLIVIA KNOBLAUCH

## SUMMARY

Experienced manager seeking opportunity with a strong company with a positive culture.

## EXPERIENCE

### ASSOCIATE, JC LICHT

(9/23-Present)

- Developed relationships with high valued clients.
- Coordinated with vendors to merchandize products.
- Maintained inventory with regular verification.
- Execute daily maintenance tasks including stocking, maintaining counts and cleanliness standards.

### MANAGER/ASSOCIATE/CASHIER, HOME DEPOT

(4/04-9/23)

- Directed departments consisting of 10-25 employees.
- Headed department responsible for approximately 4 million dollars in annual sales.
- Initiated projects, set work priorities and schedules, and oversaw execution of store priorities.
- Assessed employee performance and identified opportunities for development and advancement.
- Executed appropriate disciplinary procedures.
- Headed asset protection procedures to minimize loss.
- Taught, coached, and trained new employees.
- Executed daily price/profit adjustment program.

### MANAGER/CASHIER/CLERK, MEIJER

(8/98-5/03)

- Directed department consisting of 30 employees.
- Coordinated cashier schedules and breaks.
- Strategically placed cashiers.
- Evaluated projected product sales and executed product orders.
- Provided regular shelf maintenance and stocking.