Debra Spear

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: January 2016
Major: Accounting
GPA: 3.11

EXPERIENCE: Wawa, Incorporated, Hatfield, Pennsylvania October 1996-June 2005
July 2007-Present

Shift Manager

- Currently in brand new gas store that opened May 31, 2013, part of management team training and developing new staff of 35 employees with sales currently at $85,000 per week. Previously worked in low volume 17 hour non gas store with 17 employees. Prior to that held Assistant Manager position in various locations in Montgomery County Pennsylvania.
- Responsibilities include ensuring excellent customer service, managing staff of 4 to 10 people on a daily shift, training and development of employees, hiring, and labor management. daily cash management procedures, ordering and receiving of products, proper rotation of products, managing spoilage and shrink, weekly inventory counts, achieving profit and loss goals, knowledge of labor scheduling, profit and loss statements, shrink and spoilage reports, cash reports. Ensuring strict company and state food handling procedures, ensuring strict company safety procedures.
- Worked in store that trained all full time management trainees for area, taught shift manager training classes out of regional training center, in every store worked with employees to develop them from part time associates to full time managers.

Burger King, Corporation, Philadelphia & Chester Counties June 2005-July 2007

Assistant General Manager

- Managed in 3 restaurants, responsibilities included all previously listed above
- Acting General Manager of restaurant in Thorndale, Pa.
- Ranked in top 5 of Key performance indicators in the Philadelphia area market, such as turnover, gross profit, and sales growth.

SKILLS:

- Microsoft Word, PowerPoint 2010
- Radiant Software
- SAP