**J. BRADLEY NICOLAS**

3312 Calais Drive

Louisville, KY 40299

**EDUCATION**

**University of Kentucky**

* Bachelor of Arts in Economics - Graduation Date: May, 2013
* Participated in the study abroad program with Habitat for Humanity’s “Delhi Slum Project” Writers Without Borders India, Summer 2010
* Member of Pi Kappa Alpha Fraternity/ Special Events Chair
* Trinity High School Alumni 2007

**PROFESSIONAL EXPERIENCE**

**Bob Evans Restaurant** **May 2011-December 2011** **February 2014- Current**

*Waiter*

* Responsible for in-store product display and placement, yielding increased sales and purchases
* Developed server floor plans to maximize restaurant efficiency
* Manage swing shift and night shifts regularly alone
* Responsible for customer service and cash handling

**Greenway Shredding and Recycling April 2013- June 2013**

*Warehouse Manager*

* Worked with customers to ensure satisfaction and repeat business
* Responsible for the confidential destruction of client materials
* In charge of operating and maintaining the shredding and bailer machine

**The Official UK Bookstore January 2011-May 2011** *Sales Associate*

* Responsible for in-store promotions including placement of all Nike and NCAA Official clothing and apparel
* In charge of ads and poster placement on campus that increased sales and customer knowledge of textbook renting
* Constant interaction with many contexts of people
* Responsible for customer service , cash handling and kept register balanced
* General cleaning of displays, windows, and work area

**STRENGTHS**

* Comprehensive knowledge of Microsoft Office applications: Word, Excel, and PowerPoint
* A highly motivated, team oriented person with strong problem solving and analytical skills
* Responsible and goal oriented with good communication skills and work ethics

**REFERNECES UPON REQUEST**