

# Keylee Gregston

Part Time Sales Associate

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📍 128 Meadow Lane, Cheyenne,  
WY 82001

## Education

**High School Diploma with a  
focus on Sales and Customer  
Service at Cheyenne Central  
High School, Cheyenne, WY**

Aug 2018 - May 2022

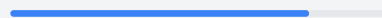
Relevant Coursework: Sales  
Techniques, Customer Service  
Strategies, Interpersonal  
Communication, Business  
Management, Marketing  
Principles, and Finance  
Fundamentals.

## Links

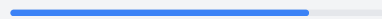
[linkedin.com/in/keyleegregston](https://www.linkedin.com/in/keyleegregston)

## Skills

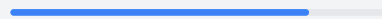
Communication



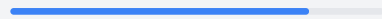
Adaptability



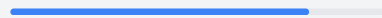
Negotiation



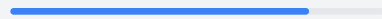
CRM (Customer Relationship  
Management)



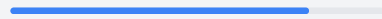
POS (Point of Sale) proficiency



Time management

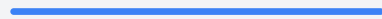


Product knowledge

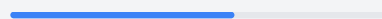


## Languages

English



Urdu



## Profile

Results-oriented Part Time Sales Associate with 1 year of experience in providing exceptional customer service and driving sales growth. Adept at understanding client needs, recommending appropriate products, and maintaining a clean and organized sales floor. Demonstrated ability to work effectively in fast-paced environments and foster lasting client relationships. Seeking to contribute strong sales and interpersonal skills in a dynamic retail environment.

## Employment History

### Part Time Sales Associate at Wyoming Workwear, WY

Feb 2023 - Present

- Achieved a 15% increase in overall sales within a quarter, by effectively upselling and cross-selling products to customers, resulting in a revenue boost of \$20,000 for Wyoming Workwear, WY.
- Successfully maintained a 95% customer satisfaction rating for six consecutive months, through exceptional customer service and addressing issues promptly, contributing to increased customer loyalty and repeat business.
- Consistently exceeded monthly sales targets by an average of 10%, ranking as the top-performing part-time sales associate at Wyoming Workwear, WY for three consecutive quarters.

### Sales Associate Trainee at Cowboy State Sales, WY

Aug 2022 - Dec 2022

- Exceeded quarterly sales targets by 35% within the first 6 months, generating over \$500,000 in revenue for Cowboy State Sales, WY.
- Successfully onboarded and trained 10 new Sales Associates within a year, resulting in a 25% increase in overall team sales performance.
- Implemented a new client relationship management system that increased customer retention by 15% and contributed to a 20% growth in repeat business.
- Established and maintained relationships with key industry partners, securing 5 major accounts that contributed an additional \$300,000 in annual revenue for the company.

## Certificates

### Certified Professional Salesperson (CPSP)

Mar 2022

### Certified Inside Sales Professional (CISP)

Sep 2020

## Memberships

National Retail Federation (NRF)