

SARENA FOSTER

SKILLS

Software

Adobe Creative Suite
InDesign-Photoshop-Premiere
Microsoft Office
Excel-Outlook
Data entry
PLM-ABS V15
Social Media
Ebay

Industry

Detail Oriented
Team Collaborator
Clear Communicator
Highly Organized
Strategic Problem Solver
Customer Service

HONORS/AWARDS

YMA Scholar 2016
Dean's List 2012-2015
Academic Honors
Artistic Honors

CONTACT

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EDUCATION

Savannah College of Art and Design March 2016

SCAD Hong Kong Study Abroad Spring 2015

Bachelor of Fine Arts in Fashion Marketing and Management

PROFESSIONAL EXPERIENCE

Randa Accessories

Assistant Sourcing Coordinator Chicago Dec 2016-Present

- Communicates between sales, merchandising and design to produce quality products for customers
- Create tech packs for new styles to share with global vendors
- Review and approve samples for production
- Track, verify, and challenge pricing quotations
- Data entry in PLM and V14 Systems

Associate Account Executive Chicago Sept 2016-Dec 2016

Worked with the Key Accounts Sales Division

- Worked with Telemarketing to enter orders from over 400 customers
- Analyze selling and inventory reports
- Prep for meetings with Buyers from major customers including BJ's, Meijer and DSW

Sales Intern Chicago June 2016-August

Worked with the Account Executive for Target and JCPenny

- Analyzed selling reports to determine inventory replenishment
- Prepped show rooms for buyer meetings
- Organized, labeled, photographed and shipped product samples to major retail partners for review

Treasure Hunt Thrift Shop, Intern Long Beach CA Summer 2014

- Designed in store signage, merchandised store visuals and reorganized floor plan layouts to increase shopper experience
- Curated all social media platforms. Instagram doubled in followers and Facebook gained 12% more likes
- Assisted with photographing, posting and shipping higher end goods on Ebay