508 Upper Gulph rd

Wayne, PA 19087

(610) 608-7804

PatrickWinnemore@gmail.com

Patrick WinnemoreA long, thin rectangle to divide sections of the document

# EXPERIENCE

## Jeff D’Ambrosio Auto Group, Downingtown *— Sales Specialist*

August 2024 - PRESENT

* Adhered to dealership standards and policies to ensure the safety of customer information.
* Provide a quick and painless buying process while producing excellent customer service for prospective buyers.
* Ensure customers find the best vehicle to fit their needs as well as providing thorough walk throughs and engaging test drives.
* Prepare vehicles for delivery while meeting the standards of the dealership and the buyer.

## Infiniti, West Chester *— Valet/Detailer*

June 2023 - June 2024

* Welcomed and assisted customers upon arrival at the dealership, ensuring a positive and professional first impression.
* Conducted battery and alignment tests to assess vehicle condition and provide accurate diagnostics.
* Executed meticulous car washing and detailing services for both customer and dealer-owned vehicles, maintaining high standards of cleanliness and presentation.
* Facilitated timely delivery of vehicles to customers, body shops, and partner dealerships, ensuring efficient and satisfactory service delivery.

## Wawa, Wayne *— Store Associate*

October 2017 - June 2019

* Efficiently proceeded customer transactions at the cash register, ensuring accuracy and providing friendly service.
* Skillfully prepared a variety of food and beverage items in the deli, adhering to recipes and quality standards.
* Maintaining cleanliness and organization of the shop floor to enhance the overall customer experience and uphold sanitation standards.
* Managed inventory by stocking shelves and refrigerators with merchandise, optimizing product availability and presentation for customers.

# 

# EDUCATION

## West Chester University *— Media Communications*

2019 - 2023

* Played competitive Rugby for four years, culminating in the team’s victory in the State Championship in 2016.
* Volunteered as a firefighter at my local firehouse, earning a community service award from Conestoga
* Served as President of the Housing Committee and contributed to the recruitment and Philanthropy committees during my tenure in TKE (Tau Kappa Epsilon)

# Skills

* Time management
* Critical thinking
* Organization
* Customer service
* Communication
* Negotiation
* Leadership
* Strategic thinking
* Proficient writer