

Kimberly Sandoval

Grocery Manager

Grocery manager with 12 years in supermarket operations, the last 4 running a grocery, frozen and dairy department with \$14M in annual sales and 28 employees. Handles ordering, inventory management, labor scheduling and merchandising, cuts shrink with tight date checks, and keeps customer service scores in the top third of the district.



kimberly.sandoval@email.com



(602) 555-0132



Phoenix, AZ



linkedin.com/in/kimberlysandoval



Experience

Grocery Manager

06/2022 - Present

Sonoran Fresh Market

Phoenix, AZ

Full-service supermarket with \$52M in annual sales and 120 employees.

- Manage a \$14M grocery, frozen and dairy department with 28 clerks, stockers and night crew.
- Write daily orders for 9,000+ items, raising the in-stock rate from 95% to **98.6%**.
- Reduce department shrink from 2.1% to 1.4% of sales through date checks and tighter ordering.
- Build labor schedules in Excel within a 9% labor budget and coach 3 clerks into lead roles.

Assistant Grocery Manager

03/2018 - 05/2022

Camelback Foods

Scottsdale, AZ

Neighborhood supermarket with \$30M in annual sales and a 3-truck weekly grocery schedule.

- Led the 10-person night crew, processing 3 trucks a week before the 6 a.m. opening.
- Planned ad and seasonal merchandising, building 20 endcaps a month that lifted ad item sales 12%.
- Handled vendor relations with 15 direct-store-delivery vendors, checking deliveries and credits.
- Wrote store memos and training guides in Word for 25 grocery associates.

Grocery Clerk and Lead Clerk

06/2014 - 02/2018

Desert Sky Grocery

Mesa, AZ

Regional supermarket with 3 grocery trucks a week.

- Earned promotion from grocery clerk to lead clerk in 2 years, taking over the dairy and frozen order.
- Operated the forklift and baler on truck days, moving about 1,000 cases a shift.
- Answered customer service questions at the front end during 2 weekend shifts each week.
- Trained 6 new clerks on ordering handhelds, date checks and baler safety.



Certificates

ServSafe Food Protection Manager

04/2022

National Restaurant Association

Forklift Operator Certification

08/2014

Desert Sky Grocery



Skills

Grocery Operations

Ordering

Inventory Management

Labor Scheduling

Merchandising

Shrink Control

Vendor Relations

Excel and Word

Forklift

Customer Service



Education

Associate of Applied Science

05/2017

Mesa Community College

Mesa, AZ

Retail Management