

## Keith Stokowski

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225 West Main St. Dudley, Ma, 01571  
Mobile: 7744522605

### CAREER OBJECTIVE

To secure a position with a stable and profitable organization, where I can be a member of a team and utilize my business experience to the fullest.

### ACADEMIC DETAILS

- Associates in Business Management [1997] with aggregate of 3.5 from Hesser College - Manchester NH

### WORK EXPERIENCE

- Working as night time manager at the Sturbridge Host Hotel And Conference Center from July,10,2019 to Present  
Role: Responsible for all nighttime hotel operations such as functions and maintaining excellent guest stays.
- Working as assistant store manager in Stop an Shop Co. from May, 2010 to 2018  
Role: Assist store manager in all store operations such as hiring, scheduling, training, overseeing all associates, maintaining #1 in customer service, driving sales, and merchandising.
- Worked as general merchandise manager in Stop an Shop from January,2001 to May 2010  
Role: Responsible for timely execution of weekly sales plans, maintaining positive sales ID's, scheduling, training, and communicating with store management.
- Worked as night manager in Crowne Plaza from April 2000 to January 2005  
Role: Oversaw all hotel operations while general manager left for the day. I ensured maintaining excellent customer service , oversaw restaurant operations, and following company procedures.
- Worked as Mens sportswear manager in Filenes stores from February 1997 to January 2001  
Role: Responsible for scheduling, sales plan execution per Co. ops, and training associates
- Worked as room service supervisor at Sheraton Tara Framingham from June 1995 to February 1997  
Role: Ensured that all room service orders and company standards were being followed per Co. compliance policy.

### PROJECT DETAILS

#### • HBC/General Merchandise District Trainer

**Description :** Would Assist District Manager in training Gm/Hbc associates in operating their departments per Co. policy.

**Duration :** on assignment from feb 2016- dec 2017

**Role :** District Specailist Gm/Hbc depts

**Team Size :** 19

### FIELD OF INTERESTS

- management/ supervisory roles

### SKILLS

- Many years in Supervisory, Training, Support,
- Driving sales, working well with associates

### STRENGTH

- organized
- systematic
- attention to detail
- working with associates

### REFERENCE

**Thomas Fererria**  
District Center Store Manager  
508-207-0901

**Dan Cramer**  
District Manager  
860-383-5034

## COVER LETTER

Keith Stokowski

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02-5-2021

225 west Main St. Dudley, Ma. 01571

Dear Hiring Manager,

I'm applying for a management position at your company. I'm confident that I am fully qualified for a position and will be a strong addition to your team. I would appreciate a job interview at your earliest convenience.

Please find my resume attached.

I can be reached at the number above or at my email address.

Keith Stokowski

Sincerely,

Keith Stokowski