

Lionel Barzon III

YOUNG PROFESSIONAL

SUMMARY

Energetic, culturally diverse American, growing up between the Middle East and United States. Demonstrates ability to adapt and understand many different cultures and business backgrounds. Uses considerable tact, diplomacy, and judgment; highly professional in appearance and communication in dealing with clients and businesses. Self-motivated, proactive, organized, and enjoys constant challenge. Works well independently or as part of a team; follows leadership directives effectively.

EDUCATION

University of Alabama–Huntsville

MAJOR: BUSINESS

ACTIVITIES: VICE PRESIDENT OF PHI THETA
KAPPA HONORS SOCIETY

Calhoun Community College


DUAL-ENROLLEMENT

COURSES: BUSINESS STATISTICS,
FUNDAMENTALS OF ORAL COMMUNICATION,
MICROECONOMICS, MACROECONOMICS

SKILLS

- Business Management
- Recruiting
- Promoting
- Analytical Processing
- Customer Relations
- Client Retention
- Problem Solving
- Critical Thinking
- Time Management
- Handling Pressure
- Adaptability
- Leadership and Management

CONTACT

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CONNECT

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REFERENCES

AVAILABLE UPON REQUEST

RELEVANT EXPERIENCE

Campaign Manager

MAY 2014 – NOV 2014

LARRY WILSKE FOR CONGRESS
53RD US DISTRICT, CA

- Consulted on campaign policy regarding ground operations
- Recruited and directed interns for the campaign
- Managed and organized campaign volunteers
- Created schedules for personnel/volunteers to phone bank and walk precincts
- Created and implemented fundraising methods for Larry Wilske
- Directly aided Larry Wilske at rallies, meetings, canvassing, etc.

Assistant Manager

OCT 2013 – JAN 2014

MICHAEL HILL JEWELERS
ORLAND PARK, IL

- Helped manage and lead team of 6 members within our store to reach daily/weekly/monthly sales goals
- Overviewed and executed national/international sales department improvements, regarding the company's approach to marketing, cost analysis, presentations and territory establishment in the U.S.
- Retained and ensured proper handling and care of existing client accounts (ROA's, Lay-Aways, Credit Lines)
- Took daily inbound calls and key-entered orders, faxes, back orders, and credit memos for assigned accounts and clients
- Developed promotional programs to optimize revenue levels
- Adhered to Michael Hill security and audit procedures
- Balanced daily cash deposits and bank vault inventory

Co-Campaign Manager

SEPT 2012 – NOV 2012

JOEL PHELPS FOR CONGRESS
1ST US DISTRICT, IN

- Managed and organized campaign volunteers
- Created schedules for personnel/volunteers
- Directly aided Joel Phelps at rallies, meetings, canvassing, etc.
- Directly assisted our campaign manager with office supply set ups, organizing/filing of paper work, and Word/Excel/PowerPoint documents