

# Eric P. Khim

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EDUCATION: Temple University, Fox School of Business, Philadelphia, PA  
***Bachelor of Business Administration, Graduation: December 2022***  
***Major: Human Resource Management***  
GPA: 3.65

Montgomery County Community College, Blue Bell, PA  
***Associate of Business Administration, Graduation: August 2020***  
***Major: Human Resource Management***  
GPA: 3.67 | Dean's List, Spring, Fall 2018, 2019, 2020 |

## ACTIVITIES & AWARDS:

Combat Action Badge, U.S. ARMY, 2010  
Good Conduct Medal, U.S. ARMY, 2010

EXPERIENCE: VAPORDELPHIA, Philadelphia, PA March 2019 – June 2020  
**Sales associates**

- Maintained records related to sales, returns and inventory
- Oversaw incoming shipments and cataloged inventory amounts
- Improved daily sales goals and strategies to increase sales revenue
- Maintained strong relations with customers and suppliers

URBAN OUTFITTERS, King of Prussia, PA August 2017 – April 2018  
**Sales associates**

- Communicated to customers with empathy and understanding
- Worked as a team to meet performance goals
- Supported customers during store hours in identifying ideal clothing items, processing returns, addressing product issues, and locating merchandise

U.S. ARMY, April 2008 – October 2016  
**Combat engineer, Team Leader**

- Lead a team of up to 5 men to lead and supervise in support of operations
- Identified issues between soldiers and successfully resolved problems through active listening and communication
- Directed and taught classes on remedial training
- Provided thorough written reports to supervisors regarding team's activities
- Precise attention to detail, organization, and direction

## SKILLS:

- Strong attention to detail
- Leadership experience & teambuilding skills
- MS Office Suite proficient
- Familiar with Windows and MAC OS systems
- Customer service mindset
- Strong written and verbal communication
- Computer literacy with HRIS