

Jerry A. Mask
2338 River Cliff Drive
Gainesville, Georgia 30501
678-943-2229

April 2007 **J and J Foods**
January 2008 **Jesse Jewel Parkway**
 Gainesville, Georgia 30501

Grocery Manager. Duties include making sure that stock is ordered, properly stored and displayed throughout store, scheduling of staff members and direct supervision of 10+ staff members. Provide detailed customer service along with IT via the internet and various other computer programs.

December 2006 **American Foods Inc**
April 2007 **131 New Jersey St**
 Mobile, AL 36603

Territory Manager for a Wholesale Food Company, Responsibilities include Customer Service for 40+ accounts on a daily basis. Providing in depth research on new product as well as assisting accounts in maintaining product levels as well as adding new products to their menus.

March 1996 **Georgia Theater Company**
November 2006 **St Simons Island, GA 31522**
 Theatre General Manager
 Hollywood 15 Cinemas
August 1992 **National Seven Cinemas**
June 1994

Hands on supervisor of over 40 employees in a fast paced frontline customer service environment. Responsible for successful team building, as well as HR duties including hiring, training, payroll and conducting performance reviews. Establish and maintain the theaters inventory and conduct daily cycle counts and accounting on a daily basis. Coordinate purchasing, receiving and maintaining an update list of inventory. Serves as a detail oriented key player in the company's continual effort to improve operations and programs in addition to preparing detailed reports on various types of Payroll analysis, advertising and promotions for all Gainesville area theaters. Strong communication and computer skills including MS Office Suite and customer contact daily. Assist operations manager in selecting, negotiating and ordering from eligible vendors, also involved in soliciting bids and pricing for new 14 Screen Theater and renovation of theater to include 15th screen.

July 1994 **Dependable Courier**
March 1996 **East Point, GA 30344**

Warehouse Supervisor/Courier for metro Atlanta area, Primary duties included delivering office supplies and paychecks also responsible for loading and organizing materials for delivery. Coordinated purchasing and receiving for the warehouse. Developed a more economical way to sort and deliver quarterly reports.

June 1989 **U.S. Navy, VP-49/USS Saratoga CV-60**
August 1992 **NAS Jacksonville & Mayport NS**
 Jacksonville, FL
June 1981 **Aviation Storekeeper**
June 1985

In charge of warehouse operations, inventory control, shipping, receiving, storage and purchasing items for VP-49 & CV-60 from eligible vendors. Last 3 years as an Expediter for Squadron requiring technical research and procurement of all Aviation Materials from worldwide sources. Identified and processed over \$5,000,000 dollars worth of previously unidentifiable Aviation Retrofit Materials saving the US Navy time and money while avoiding system abuse, experience with all US Navy computers including Aviation Supply Office, Philadelphia. Forklift certified.

EDUCATION:

**Aviation Storekeeper 'A' school, Various US Navy Supply Schools, Material Management Courses
Quarterly Maintenance/Supply Certifications, Budget Courses North Clayton Senior High School, College Park, GA Diploma
Received**