

Charles Cook

Entrepreneur / Sales Specialist

Contact

406 W Main Street,
Montour Falls, NY 14865
(607) 535-7489
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Education

Cook Academy
Graduated Sept. 1863
Advanced Regents Diploma
Business/Finance Focus

Key Skills

Marketing
Project Management
QuickBooks
Financial Software
Customer Service
Microsoft Office

Objective

Pursuing a career in sales, customer service, and finance that offers room for growth and the opportunity to further develop skills.

Employment History

January 1860 – Present

Historical Society • Sales Representative

Acted as a liaison between the organization and its clients, assisted with budget and finance committees.

October 1854 – January 1860

Trees Company • Lumber / Sales Specialist

Lead Sales Specialist responsible for a staff of 4-6 people, maintaining fiscal responsibility, and general operation of the store.

September 1850 – August 1853

Jim's Hardware Store • Lead Cashier

Operated multiple cash registers, general operation of the store, delivered excellent customer service to each visitor.

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Montour Falls, NY

Leadership

Trustee, Montour Falls Memorial Library (1862-Present)

President, Alpha Phi Delta Fraternity (1860-1864)

Member, Model United Nations (1856-1862)

References

Available upon request.

