

Matthew Thomas Cibulka

1212 S Michigan Ave., Apt#2010, Chicago, Illinois, 60605.

CELL PHONE: 314.629.5857

EMAIL: mattcibulka@gmail.com

WEBSITE: www.mattcibulka.com

OBJECTIVE:

Focused on obtaining a dynamic position utilizing my academics and experience that provides the opportunity for further growth.

SKILLS/ABILITIES:

Management:

Bi-State Pool Management: Supervisor: In this position, I was responsible for 10 neighborhood/apartment pool facilities. Each facility ranged from 1 pool (1 lifeguard) to 4 pools (5 lifeguards) each. I was responsible for recruiting lifeguards as well as promoting lifeguards to management positions. I was responsible for opening, maintaining, and closing each respective pool facility for the summer season. Each week, I was responsible for wrote schedules, checking time sheets, and processing payroll. The chain of command: Lifeguard, Assistant Manager, Manager, Supervisor, Vice President, President.

Retail:

Abercrombie & Fitch: "Sales Model" (Associate): with experience in folding, jean folds, size stickers, cash registers, fitting rooms, floor-sets, steaming, consolidating sale merchandise, fitting rooms, replacing lighting/positioning lighting according to floor-sets, inventory, replacing art forums, adjusting mannequins according to write-ups, and normal cleaning duties. Also included stock duties such as: organizing over-stock bays, organizing sale by price-points.

Forever 21 Retail Inc.: Sales Associate: with experience in go-backs, fitting rooms, some stock experience in past location, floor-set preparation, filling stock in jewelry, cash registers, nightly count-down, dressing rooms, inventory, and greeting.

Columbia College Authorized Apple Store: Apple Campus Specialist/Cashier/Key-Holder: Customer service, helped customers with computer issues, cashier, clean, stock, order, inventory, create promotional posters/events, trained on ASW (Apple Sales Professional Recognition)

EMPLOYMENT:

Bi-State Pool Management - May 2003 - August 2008

Position: Supervisor
Attention: Doug Schaefer: 314-346-6700

Abercrombie & Fitch (abercrombie kids) June 2006 - April 2007

Position: Sales Model (Associate)
Attention: Michelle Arakaki: 636-536-5254

Forever 21 Retail Inc. - February 2005 - June 2006 / August 2008 - February 2009

Position: Sales Associate
Attention: Store Manager: 314-821-2021

Columbia College Authorized Apple Store: - September 2007 - May 2008

Position: Apple Campus Specialist/Cashier/Key-Holder
Attention: Rick McDonald: 312-344-8622

EDUCATION:

Columbia College, Chicago - Class of 2011

Chicago, Illinois.
Major: Film/Video, Concentration: Video Editing
Minor: Retail Management

Christian Brothers College High School - Class of 2007

Town and Country, Missouri.
President: Amnesty International, President: Video Club, Executive Producer: KCBC Studio, Model United Nations Delegate, Student Information Technology, Art Club, and Karen House.