Coulton Millington

Manchester, UK | coultonmillington@hotmail.com |

A diligent individual with excellent communication skills and expert knowledge. The ability to help drive colleagues and sales and also to provide professional support.

A versatile, adaptable individual with experience in a major building, national kitchen and joinery retailer. Ambitious and determined to succeed. Takes decisive effective decisions and is proactive in ensuring sales are profitable and successful. Dynamic salesman possessing the requirements, tools and knowledge needed to continually improve sales, performance and delivery exceptional customer service.

QUALIFICATIONS

* GCSE 8 A – C
* A level 3 A – C
* Mental Health First Aider
* Level 2 Retail
* Level 2 Active IQ
* Level 3 Personal Trainer
* DoE Bronze

CAREER

Headlam PLC – April 2023 – CURRENT

Trade Counter Manager

* Responsible for day to day operations
* Managing members of staff
* Increasing sales and turnover
* Dealing with various suppliers
* Building relationships with customers and suppliers

I manage a stand alone site alongside members of staff. This includes all the general day to day operations such as health and safety, fire safety, regular training provided for staff such as first aid. The role also includes hitting sales targets which is achievable through winning jobs and having a great relations with customers and also suppliers.

Self Employed – January 2023 – April 2023

I decided to take a career break to spend time with my family. During this period I spread my work through either fitting specialist flooring myself or working alongside joiners or builders.

Karndean International Limited – January 2022 – November 2022

Northern Trade Merchandiser

My role as a Merchandiser required me to fulfil duties and to assist the business managers, also to help improve sales due to merchandising. This included updating old Point of Sale (POS) and delivering staff training on any new product. Participating in Trade events which included promoting product in stores to customers and also included demonstrations of how to use our product.

* Managing and organising my own diary
* Communicating with customers via telephone, email and face to face
* Delivering staff product training
* Using a CRM system; recording customer visits and order processing
* General merchandising- updating, arranging and organising special POS orders

Howarth Timber & Building Supplies 2021 – 2022

Showroom Sales Manager

* Increased sales & improve reputation in the local area
* Dealing with customers via email, telephone and face to face
* Measuring, CAD designing and project managing
* Dealing and coordinating with suppliers

The role also included admin duties such as processing and filing purchase orders, returns, damages, stock processing and handling, end of day procedures and general duties such as answering the phone, sending emails and using Microsoft Office and also using the Kerridge system.

Magnet LTD | 2017 – 2021

Magnet LTD is a kitchen and joinery retailer in the United Kingdom under the umbrella company Nobia. The company has 216 stores nationwide, consisting of retail only showrooms, mixed stores and trade only stores. My various roles have required me to work across a number of stores within the North West of England. Adapting to a number of roles varying from trade counter sales to project managing products for building sites.

LEVEL 2 RETAILER APPRENTICESHIP

RETAIL ASSISTANT

TRADE COUNTER SALES

KITCHEN DESIGNER

Communication and Engagement:

* Collaborated with sales managers to achieve robust governance and compliance whilst maintaining commercial focus.
* Coached and developed colleagues in all aspects of their role, from day-to-day operations to specialist orders.
* Reviewed sales data, KPIs, profit and loss, risk compliance and more. Took decisive actions based on these to support sales and improve overall store performance.
* Oversaw and undertook cash accounting, banking and reconciliations.
* Designing and pricing kitchens using CAD 2020 and SAP.
* General showroom upkeep
* Expert kitchen and joinery knowledge
* Proactive and successfully reactive with potential or occurring issues
* Became known as a go-to-resource for complex problem solving, especially when it came to the computer system and product knowledge

Qualifications gained

* Level 2 Retail Apprenticeship
* Mental Health First Aider
* FLT License