Gabriel Tossas

# **910 Gerard Avenue, Apt.1C, Bronx, New York 10452**

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# Education

**New York City Of Technology**

**(City University of New York)**

300 Jay Street, Brooklyn, NY 11201**|** 2014-Present

* Bachelor of Science and Technology of Science Overall (GPA 3.3)
* Associates Degree in Fashion Marketing

# Relevant Experience

**R&A Cycles**

468 Baltic St, Brooklyn, NY 11217| May 2018 – Present

**Quality Control and Processing Coordinator**

* Monitored production and communicated with vendors, to ensure inventory arrived in a timely manner
* Implemented stock and inventory functions, while delegating inventory processes to company staff
* Executed Omni Channel processes and initiatives
* Produced monthly sales reports
* Tabulated online catalog with seasonal information
* Supervised and managed company logistics utilizing an ERP system
* Arranged data obtained to implement-commerce selling strategies
* Coordinated superior guest service by compiling product knowledge and service techniques to meet the needs of guest

**New Balance**

150 5th Avenue, New York, NY 10010| June 2015 - June 2018

**Inventory Coordinator**

* Supervised a team of 5-7 associated per shift
* Operated Omni Channel inventory online
* Corresponded with headquarters about sales, and possible marketing implementation
* Acted in monthly and quarterly meetings with store and district managers to discuss inventory and stock counts, as well as cycle counts
* Performed stock and inventory functions, while delegating labeling and price marking items to the staff

Experiential Learning

* *“Denim: Fashion Frontiers”* The Museum of FIT March 22, 2016,  [227 W 27th St, New York, NY 10001](webextlink://227%20W%2027th%20St,%20New%20York,%20NY%2010001)
* *“Pink: The History of a Punk, Pretty, Powerful Color”* The Museum of FIT November 15, 2018 , [227 W. 27th St, New York, NY 10001](webextlink://227%20W%2027th%20St,%20New%20York,%20NY%2010001)
* *“Camp Notes On Fashion Exhibit “* The Metropolitan Museum July 15,2019, [1000 5th Ave, New York, NY 10028](webextlink://1000%205th%20Ave,%20New%20York,%20NY%2010028)
* *“Minimalism and Maximalism” Fashion and Textile History Gallery August 4, 2019,* [227 W. 27th St, New York, NY 10001](webextlink://227%20W%2027th%20St,%20New%20York,%20NY%2010001)

# Expertise

* Versed in MS Office, Power Point, Excel, and both Mac and Windows Interfaces
* Qualified Electric Jack 4+ Years
* Proficient in Stock inspections, storing, sorting, unpacking 5+ Years
* Experienced Customer Service Skills 5+ Years
* Adept at calculating, filing and data entry 2+ Years

Civic Engagement

* Helped feed homeless at shelter near union square
* Donated clothing to various nonprofits in NYC
* Volunteered in Nursing homes after classes

Social Media Experience

* [www.linkedin.com/in/gabriel-tossas-24a51462](http://www.linkedin.com/in/gabriel-tossas-24a51462)
* Excellent high degree of attention to detail, superior organizational skills, and strong interpersonal skills.
* Demonstrated knowledge of major social media platforms.
* Demonstrated creative thinking skills and understanding of trends in social media.
* Monitor social media and review websites to identify trends and incoming messages before they escalate
* Respond to incoming comments and inquiries in an efficient and timely manner
* Work with our sales and member support teams to quickly address issues and complaints while building out clear workflows