

James S. Taggart

706 Norwood St. Marquette MI 49855

Phone: (810) 334-6583

Email: taggart.james.s@gmail.com

SUMMARY OF QUALIFICATIONS:

- Enthusiastic, efficient, detailed oriented, motivated, analytical skilled willing to work with individuals at all levels of an organization.

EDUCATION:

Northern Michigan University, Marquette, Michigan December-2008

Walker L. Cisler College of Business, AACSB Accredited

Bachelor of Science: Business Administration, Concentration in Management

3.12 / 4.0 GPA

International Studies:

AHA International - Vienna, Austria

Fall 2007

Post Baccalaureate

Northern Michigan University, Marquette, Michigan

December 2011- 2014

School of Art and Design

Ceramics

WORK EXPERIENCE:

Bar Support / Barback - *The 906 Sports Bar and Grill* - Marquette, MI December 2011- Present

(Formerly The Blue Lounge & Verabar)

- Stock liquor and beer at eight bartender serving stations nightly
- Assist in supervision of employees
- Forecast liquor sales in order to balance limited liquor stock adequately

Daytime Server & Late Night Bar Staff - *The Wild Rover* - Marquette, MI

June 2009 – October 2010

- Utilize *Micros* point of sale system
- Assist bartenders, stock bar, close tabs, and aid security
- Extensive understanding of liquor and craft beer
- Exercise suggestive selling while serving and bartending

November 2011- May 2012

Wells Fargo Insurance Representative - *Contracted by Accountemps* - Eden Prairie, MN

November 2010 –

November 2011

- Routed about 80 phone calls daily
- Averaged 98% call quality score
- Identified customer needs and asked probing questions
- Trained new employees

Sales Floor Manager - *The Rec Room* - Marquette, MI

June – August, 2009

- Ordered inventory and restocked the show room
- Helped customers select spas and fireplaces according to their needs
- Managed the installation and maintenance schedule for the Installation Team

Outside Sales Representative - *Ashland Sausage Company* - Carol Stream, IL

February – May, 2009

- Developed new leads via cold calls and personal selling
- Serviced new clients & maintained customer relationships

Office Management Internship - *Logicorps* - Clinton Township & Novi, MI

May – August, 2008

- Recorded location and description of all IT equipment and inputted data into MS Excel
- Partnered with Great Lakes Recycling to implement Green Initiative as project manager

EXTRACURRICULAR INVOLVEMENT:

James S. Taggart

706 Norwood St. Marquette MI 49855

Phone: (810) 334-6583

Email: taggart.james.s@gmail.com

Student Volunteer Coordinator, UP200 Sled Dog Race

2005–2007

Mortarboard National Senior Honor Society

2007 – 2008

Tau Kappa Epsilon International Fraternity

2004 – 2008

(Elected: President 1 term, Vice President 2 terms, Treasurer 1 term)