Travis Taylor

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Professional Summary

Dedicated Operations professional and effective leader with over 5 years of experience who excels at using proven methods and cutting-edge technologies to streamline operations and increase productivity. I am assertive and enthusiastic, with extensive knowledge of process optimization and unsurpassed work ethic.

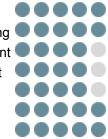
Professional Experience

2017 2019	 OFFICE OPERATIONS MANAGER Lightspeed POS - New York, NY Monitored employee productivity and optimized procedures to cut costs Identified Inefficiencies and made recommendations. Effectively controlled costs and developed operation budget.
2016 - 2017	 BUSINESS DEVELOPMENT MANAGER Lightspeed POS - New York, NY Developed an effective pipeline of new projects and customers. Generated new appointments by means of lead activity management.
2014 - 2016	 MARKETING OPERATIONS MANAGER NoteFull - New York, NY Analyzed marketing strategies to offer innovative products. Implemented company website, and led all internet promotions.
2013 - 2014	 CLIENT RELATIONS SPECIALIST Brooklyn Industries - Brooklyn, NY Developed, implemented, and monitored programs to maximize revenue. Built and enhanced client relationships cultivating retention and growth opportunities.

Skills

PROFESSIONAL

Client Relations Performance Tracking Strategy Development Project Management Team Building **Financial Oversight Time Management**



PERSONAL

Leadership Communication Critical Thinking **Detail Oriented** Problem Solving **Decision Making**



Education

BA, UNCC - CHARLOTTE, NORTH CAROLINA

- Pursued a passion for Business • Communication coursework.
- Excelled in Marketing Business coursework.
- Supervised the university local • broadcast television channel.