Rhonda S. Duncan

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ACADEMIC BACKGROUND:

Degree	<u>Year</u>	<u>University</u>	<u>Major</u>
B.S.	2024	New York City College of Technology,	Business & Technology of fashion
		City University of New York (CUNY)	Emphasis: Global Fashion
			Overall GPA 3.1
			Major GPA: 2.9
A.S.	2022	New York City College of Technology City University of New York (CUNY)	

Professional licenses or certifications:

CUNY Certification, Sexual Harassment, Gender-Based Harassment and Sexual Violence Student Curriculum, Fall 2024 New York City College of Technology, City University of New York (CUNY)

Online certification:

<u>Sexual Harassment, Gender-Based Harassment, and Sexual Violence - City Tech</u> <u>www.citytech.cunv.edu</u>

HONORS AND AWARDS:

Dean's List	2024	New York City College of Technology, CUNY
Dean's List	2019	New York City College of Technology, CUNY

RELEVANT PROFESSIONAL EXPERIENCE:

Sales Manager	Billionaire Boys Club Store Operations:	02/2021-Present	
	 Reenact daily opening and closing procedures. 		
	 Ensure the store is well-maintained, clean, and visually appealing. 		
	Sales Team Management:		
	• Recruit, train, and develop	a high-performing sales team.	
	 Lead and motivate the team 	to achieve and exceed sales targets.	
	Clienteling:		
	 Utilize SaaS platform (or id 	entify another) to enhance the	
	experience and manage/trac	k employee clients and leads.	
	Customer Service:		
	 Ensure all customers receive positive shopping experience 	ve exceptional service and have a ee.	
	 Address and resolve custon promptly and professionally 	ner complaints and concerns	

Sales associate G-Star Raw Denim.

01/2018-02/2021

• Achieved top seller status, consistently exceeding sales targets.

- Maintained a comprehensive client book, building long-term customer relationships.
- Delivered exceptional customer service, resulting in high customer satisfaction and repeat business.
- Utilized product knowledge to provide personalized styling advice and recommendations.

Sales associate Hollister

09/2017 - 01/2018

- Provided in maintaining store presentation, ensuring merchandise was displayed in a visual manner.
- Participated in store events and promotions, contributing to increased foot traffic and sales.
- Assisted in setting up and breaking down promotional displays and floor sets.
- Product knowledge stayed informed about new product arrivals, features, and benefits to better assist customers.

INTERNSHIP:

Internee Power Enterprises

08/2024- Present

- Inferring customer service support, assisting attendees and exhibitors with information.
- Conducted research on fabric trends, competitor analysis, and market insights to support event planning and participant engagement.
- Managing registration, troubleshooting issues, and addressing concerns promptly.

PROFESSIONAL DEVELOPMENT:

• Attend RP55 Visit - Summer 2, Host: Mimi Chou and Aylica Hunter, On November 21, 2024, from 10:30 AM to 12:00 PM.

https://meet.google.com/eaj-qzvn-zpf?hs=224 (https://meet.google.com/eaj-qzvn-zpf?hs=224)

• Attend Booth Designs for Billionaire Boys Club at Complex Con Host: Ian Wilt and Franny Martin On November 18th, 2024, from 2:00 PM to 4:30 PM,

https://meet.google.com/xfn-fcdw-tou?hs=224 (https://meet.google.com/xfn-fcdw-tou?hs=224)

- Participated in *Power Enterprises, Fabric Shows*, at the New Yorker Hotel 481 8th Ave, New York, NY 10001 on Wednesday. July 17, 2024, 4:00-9:00 pm
- Participated in *Complex Con*, Long Beach Convention Center, 300 E. Ocean Blvd Long Beach, CA 90802 on Tuesday- Tuesday. November 15-22, 2022 7:00 am-12:00 am
- Participated in the *Human Made*, New York Pop-up, 60 White Street, NY,10013 Saturday-Sunday. November 11-12, 2023 7:00am-9:00pm
- Participated as *President of Track and Field*, 237 7th Ave, Brooklyn, NY 11215 Monday-Friday. September- June 2013-2017 6:00-8:30 pm
- Participated in *Fort Program*, 237 7th Ave, Brooklyn, NY 11215 Monday-Friday January-June 2016 3:30-4:45 pm

SIGNIFICANT ENGAGEMENT AND NETWORKING OPPORTUNITIES:

Participated in New York Fashion Futurist - and contributed to April 28th. The event "*Chocolate Lux*," is scheduled for tonight (2/9/23) at 8 PM and again Saturday (2/11/23) at 10:30 AM. From 2:30-5:20 pm located at New York City College of Technology Academic Complex Theater 285 Jay Street, Brooklyn, NY 11201, Hosted by *Dr. Robert Woods*

The Zoom link to join tonight's 8 PM meeting is:

https://us02web.zoom.us/j/86767255998?pwd=MXRzcFVmSVF3ZHdxeXpOR3Y4WkZVZz09

The Zoom link to join Saturday's 10:30 AM meeting is: https://us02web.zoom.us/j/89873493348?pwd=b1BhdHlHWnlVM09QalozRis4UEZ1QT09

 Participated in *Congresswoman Yvette Clarke*, election handling paperwork and handing out literature in one's local area to foresee the elected candidate is approaching the target market.(10/15/2023) From 9-1:40pm Located at 2058 Rayburn House Office Building, Lenox Road, Brooklyn, New York, NY, 11226.

DATABASES:

• Fashion Snoops, Jstor, BOF, WWD, and NOWFASHION

COMPUTER TECHNOLOGY:

• Microsoft Word, Google docs, Adobe, Power Point, Powerpoint transition, Outlook, Excel, Canva, Google Slides, and Spreadsheet

SOCIAL MEDIA:

• LINKED IN, Instagram, Tik Tok, Facebook, Handshake, and Twitter

LANGUAGES:

• Comprehend, Read and Write in English

TRAVEL:

• Visited *Guyana* September, 2024, Visited *Barbados* June 2022, Visited *Spain*, 2018