

Elliot Wyka

Artist and musician currently enrolled in college to graduate with Associate's in Spring 2025.

Wallington, NJ 07057
201-994-6241
elwyka915@gmail.com

EXPERIENCE

School of Rock, Carlstadt — *Studio Coordinator*

FEBRUARY 2024 - PRESENT

- Create and organize instructors' schedules for their students
- Manage the front lobby and desk
- Send emails and make phone calls to new and current clients
- Make memorable connections with new clients and teach them the concept of our culture
- Extremely knowledgeable on the school's curriculum and the music it contains to teach the students
- Dedicated to handling moments of high stress for students, especially ones in adolescence

Hot Topic, East Rutherford — *Sales Associate*

MARCH 2020 - PRESENT

- Working at this location since the store's opening in Fall 2020
- 5 years of customer service experience
- Trained new employees on how to use the register and become familiar with the sales floor when managers were not available or when the store was busy
- Very knowledgeable on the products and themes in the store, especially the music section
- Received numerous compliments and praise on my ability to keep up with the business of the store on weekends and holidays, especially keeping friendly and memorable interactions with customers during high traffic
- Received employee of the month multiples times
- Prevented theft of products on the sales floor

SKILLS

- Adobe After Effects
- Adobe Photoshop
- 5 years customer service
- Retail sales
- Organizational skills
- POS system

EDUCATION

Wood-Ridge Jr./Sr. High School, Wood-Ridge — *High School Diploma*

2017-2021

Bergen Community College, Paramus — *Associates degree*

SEPTEMBER 2021 - MAY 2025