

COLLIN JACOB ADAM

Alexandria, VA 22304 | collin@adam-liszczy.com | +1 571.303.8999 | [LinkedIn](#) | [Website](#)

PROFESSIONAL SUMMARY

Dynamic and creative Fashion Merchandising and Buyer professional with expertise in visual merchandising, trend analysis, buying, and inventory management. Passionate about helping individuals discover their unique style through personalized, confidence-inspiring fashion experiences. Skilled in data-driven decision-making and market research to craft merchandising strategies aligned with seasonal trends and brand goals. Inspired by a lifelong connection to fashion—rooted in my grandfather's label, *Designs by Seymour* (featured in Nordstrom and Talbots)—and dedicated to delivering innovative solutions that enhance brand visibility, customer satisfaction, and engagement.

AREAS OF EXPERTISE

- Fashion / Visual Merchandising
- Fashion Buyer & Planner
- Event Management
- Pricing Strategy / Sales Analysis
- Trend Analysis / Product Assortment
- Sales Forecasting / Seasonal Planning
- Market Research
- Profit Margin Optimisation
- Inventory Management
- Data-driven Decision-making
- Competitive Analysis
- Product Lifecycle Management

EDUCATION

Associate of Arts (AA), Fashion Merchandising | 12/2023 | University of District of Columbia | Washington, DC
Capstone Project: Partnered with Macy's to develop, promote, organise, and execute highly successful in-house fashion show | 5/2023 • National Society of Leadership & Success

INSIDE LVMH Certificate: Creation & Branding, Retail & Customer Experience | LVMH | 11/2022 | ID 78b400ce5d

WORK EXPERIENCE

EBRU COFFEE COMPANY – AUDUBON, PA

Human Resources

05/2022 – 03/2023

Managed key HR functions, including recruitment, onboarding, employee relations, and administrative tasks. Created and updated job descriptions, posted job openings on various platforms, screened applications, and conducted initial interviews. Facilitated onboarding and training schedules, monitored employee hours and leave balances, and maintained accurate records in Square POS. You supported employee morale by mediating conflicts impartially and upholding company's core values while regularly consulting with leadership to address staffing and workplace matters.

- Streamlined recruitment process, identifying and forwarding highly qualified candidates, ensuring 100% success rate in filling open positions.
- Maintained accurate financial tracking through Square POS, ensuring seamless daily cash intake, expense management, and deposits.
- Enhanced team alignment by conducting weekly strategy meetings with owner, addressing morale and improving employee engagement.
- Improved workplace efficiency by updating organisational charts and job descriptions to reflect evolving business needs.

GIANT – GREENBELT, MD

Cashier

10/2019 – 12/2019

Delivered exceptional customer service by ensuring seamless checkout experience. Handled cash register operations, processed payments, scanned and itemised purchases, and resolved customer inquiries. Adhered to company policies, maintained clean and safe work environment, and contributed to smooth store operations by accurately balancing cash drawers and implementing price updates.

- Maintained 100% accuracy in cash drawer reconciliation during each shift, ensuring financial accountability.

- Efficiently processed transactions and redeemed promotional discounts, improving checkout speed and customer experience.
- Enhanced customer satisfaction by resolving issues promptly and maintaining friendly demeanour, leading to positive feedback from customers.

EBRU COFFEE COMPANY – AUDOBON, PA

Personal Assistant

10/2018 – 03/2019

Provided comprehensive support to owners of small, locally focused coffee shop, managing variety of responsibilities across customer service, operations, and event coordination. Ensured welcoming environment by resolving customer concerns promptly and upholding business's commitment to exceptional service. Supported inventory management, hiring processes, and back-of-house organisation to streamline operations and improve efficiency. Organised intimate, community-driven events to enhance customer engagement and loyalty.

- Integral to successful grand opening, creating welcoming atmosphere encouraging repeat visits and positive word-of-mouth.
- Coordinated and promoted events such as *How to Roast Coffee*, *How to Do Latte Art*, and game nights, drawing 10–20 attendees per session and leaving guests with sense of enjoyment and new knowledge.
- Streamlined inventory management by accurately tracking stock levels, preventing shortages and overstock, and ensuring smooth daily operations.
- Used in-house signage and word-of-mouth strategies to drive attendance, aligning with shop's local, customer-focused ethos.

TURKEY HILL – READING, PA

Quick Service Restaurant (QSR) Food Service Attendant / Cashier

06/2018 – 10/2018

Delivered prompt and courteous service while handling diverse responsibilities, including food preparation, cashiering, and maintaining store cleanliness. Ensured compliance with federal mandates for tobacco sales, operated multiple transaction systems, and prepared customer orders from QSR terminals. Maintained fully stocked and organised inventory across food, beverage, and grocery areas, while upholding high cleanliness standards in both interior and exterior spaces.

- Enhanced customer satisfaction by consistently delivering friendly service and utilising suggestive selling skills to boost sales.
- Maintained 100% compliance with federal and company policies regarding tobacco sales.
- Improved operational efficiency by ensuring fast food and coffee areas were consistently stocked and ready for peak customer demand.
- Contributed to welcoming store environment by maintaining pristine conditions in fast-food area, restrooms, and exterior property.

THE UGLY OYSTER – READING, PA

Dishwasher

08/2016 – 02/2017 | 10/2017 – 03/2018

Supported restaurant operations by ensuring clean and sanitary environment while maintaining calm demeanour during busy periods. Cleaned and sanitized tableware, glassware, and cooking utensils, assisted with opening tasks to prepare restaurant for service, and adhered to safety and operational policies to protect health and well-being of guests and staff. Consistently upheld highest cleanliness standards, contributing to safe and enjoyable dining experience for all guests. Supported seamless restaurant openings by preparing tables and ensuring all areas were guest-ready before service.

- Set positive example by maintaining composure during high-volume periods, helping team meet operational standards under pressure.
- Proactively identified and resolved guest service issues alongside management, enhancing overall customer satisfaction.

HAMBURG CENTER – HAMBURG, PA

Residential Services Aide

04/2014 – 03/2015

Provided compassionate care and support to residents, assisting with daily routines and promoting their overall well-being. You built trusting relationships, ensured residents adhered to medication schedules, maintained clean and safe living environments, and documented resident activities and behaviours. Led group activities, facilitated outings, and collaborated with staff to enhance residents' quality of life. Fostered meaningful connections with residents, improving their sense of comfort and trust.

- Ensured consistent adherence to prescribed medication schedules, contributing to residents' health and safety.
- Organized engaging group activities and outings, promoting social interaction and enrichment among residents.
- Maintained accurate records of resident behaviour and moods, aiding in effective care planning and coordination with management.

*** Additional experience as **Direct Support Professional** for Threshold Rehabilitation Services, Reading, PA. ***