

Jordan Byerly

Anderson, IN 46011

jbyerly2736@gmail.com

(317) 526-0127

Professional Summary

Resourceful and customer-focused professional with a strong background in retail operations, insurance services, merchandising, and shift leadership. Known for delivering high-quality support in both team-based and independent roles. Seeking to apply proven communication, problem-solving, and organizational skills in a career path within banking, insurance, or technical support.

Work Experience

Retail Merchandiser

Advantage Solutions-Anderson, IN

August 2023 to Present

- Stocked and maintained merchandise displays in retail stores.
- Communicated with store personnel to coordinate inventory needs.
- Ensured product placement met brand and store standards.

Insurance Representative - Property & Casualty

Insurance Firm-Fishers, IN

May 2022 to June 2023

- Assisted clients with policy selection, updates, and claims support.
- Delivered knowledgeable customer service in property and casualty insurance.
- Maintained compliance with industry regulations and internal processes.

Retail Associate

Kroger-Noblesville, IN

January 2019 to May 2022

- Handled customer transactions, returns, and in-store inquiries.
- Managed stocking, merchandising, and upkeep of assigned departments.
- Earned recognition for punctuality and team collaboration.

Retail Associate

Meijer-McCordsville, IN

January 2017 to December 2019

- Provided customer support on the sales floor and at checkout.
- Assisted with inventory management and restocking shelves.
- Maintained cleanliness and organization of assigned areas.

Education

Diploma

Anderson High School

January 2018 to December 2018

Ball State University / Ivy Tech Community College

Skills

- Retail management
- Sales Support
- Inventory & Merchandising
- Customer service
- Organizational skills
- Merchandising
- Stocking
- Time management
- Retail sales
- Communication & Teamwork
- Communication skills
- Supervising experience
- Basic Technical Support
- Management
- - Customer Service
- Computer skills
- Planograms
- Microsoft Word
- Microsoft Office
- Leadership

Certifications and Licenses

Driver's License