

# Philip Tunger

[philip.tunger@praux.com](mailto:philip.tunger@praux.com)

8059639650



205 Oceano Ave. #3

## Overview

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- An assertive self-starter with outstanding interpersonal skills
- My philosophy: No job too big or too small. As a former firefighter, I know that a job is not over until the last ember is distinguished.

### Key Words

stock products too displays timely  
certificate background/credit learned  
interpersonal assemble

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## Employment History

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2008-2012 **Merchandiser** Santa Barbara, CA

Various Merchandising Agencies.

- Setting and resetting shelving displays of products. \* Assemble displays at the front of stores \* Conduct inventory of the stock of specific products \* Place reorders when necessary \* Submitted timely and accurate reports related to the arrival of new stock or the remaining stock in the store

2001-2012 **Property Manager** Santa Barbara, CA

Tunger/Ortale Family Trust

- Manage and maintain multi-unit apartment complex Duties include: Tenant screening, background/credit checks, rent collection and subcontractor liaison. Building maintenance: Basic plumbing and electrical work, drywall/plaster and interior/exterior prep and paint.

1997-1999 **SWR Sound Corp.** Sun Valley, CA

Administrative Assistant/Shipping Manager

- Responsible for daily shipping/receiving both foreign and domestic.
  - Provide timely customer satisfaction regarding orders and discrepancies. Generate invoices for products and services sold.

## Education

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2006 **University of California Santa Barbara** Goleta, CA

Bachelors of Arts in Communication

- Certificate of Broadcast Journalism - Columbia School of Broadcasting
- Certificate in Supervision - Western Regional Training Center, Los Angeles, CA

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