# **Robert Smith**

## Sr. Business Sales Consultant

#### **PERSONAL STATEMENT**

Sr. Business Sales Consultant with 7 years of experience in the Marketing domain is seeking to obtain a position that will allow me to utilize the skills I have obtained in previous sales positions and also use my customer service skills that will help me excel at my position. I am also looking for a position that will be challenging and allows me to learn new skills at the same time.

#### **WORK EXPERIENCE**

#### Sr. Business Sales Consultant

#### Invenio Marketing Solutions - January 2013 - July 2013

#### Responsibilities:

- Created sales opportunities in existing and new accounts, obtained orders from customers.
- Established new accounts by planning and organizing daily work schedule to call on potential sales opportunities.
- Focussed on sales effort by studying product knowledge and sales processes that are historically successful.
- Submitted the sales through company CRM software and ensuring content is accurate and reflects customer needs.
- Resolved the customer complaints by investigating problems and developing solutions.
- Helped the team maintain its quota for 5 months on the sales floor, kept a positive attitude that kept my coworkers around me positive.
- Demonstrated the people skills, problem-solving skills, organizational skills, computer skills and also teamwork skills.

#### **Business Sales Consultant**

#### ADT - September 2006 - December 2012

#### Responsibilities:

- Sold products within assigned territory, maintaining assigned sales quota and followed the established guidelines.
- Processed the work order and completed all paperwork in accordance with approved and standardized.
- Maintained customer retention by affirming customer satisfaction after the completion of 6 months and 12.
- Developed and implemented the strategies to acquire new business, including performance and planning territory.
- Tracked teams performance and implemented the development plans for any existing employee skill gaps.
- Managed and maintained the responsibility for all financial, budget, and sales reporting.
- Scheduled and maintained calendar appointment, meetings, conference calls, and travel arrangements/itineraries.

#### **CONTACT DETAILS**

1737 Marshville Road, Alabama (123)-456-7899 info@qwikresume.com www.qwikresume.com

#### **SKILLS**

Inventory Management, Telecom Consulting And Sales, Business Consulting, Sales, B2B Consulting, Cold Calling, Salesforce, Vision Billing, CSG Billing, DST Billing

#### **LANGUAGES**

English (Native)
French (Professional)
Spanish (Professional)

#### **INTERESTS**

Climbing Snowboarding Cooking Reading

#### REFERENCES

Reference - 1 (Company Name) Reference - 2 (Company Name)

### **Education**

High School Diploma - August 2001 to June 2003(Jack Yates Sr. High School - Houston,  $\mathsf{TX}$  )