

Inside Account Representative

ROBERT SMITH

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Objective

Like to have a position that can provide an opportunity for advancement using the education and work experience I have earned. Experienced in Management and Supervisory positions along with a Bachelors Business Management.

Skills

Comprehensive Experience In MS Office, Windows, Salesforce, SPSS Statistics.

Work Experience

Inside Account Representative

ABC Corporation - August 2012 - October 2015

- Resolved customer product and service issues by providing sales-related solutions.
- Worked closely with branch managers and associates for territories I am covering.
- Recommended MSC products, services, and solutions via telephone with established and prospective customers, utilizing a consultative selling approach.
- Identified opportunities and makes product recommendations for customer-specific operational and technical needs.
- Built excellent customer relations.
- Demonstrated teamwork to ensure the achievement of team, individual, and corporate sales goals.
- Maintained sales records and achieves the goals MSC set for me.

Inside Account Representative

Delta Corporation - 2007 - 2012

- Order, track and expedite material needed to meet production schedules Negotiate price and terms with vendors/manufacturers Obtain Quotes Issue.
- Identify and develop new business opportunities.
- Create account plans to increase business within the teams account base.
- Sales Support Representative Answers customer questions on pricing, availability on products, and any shipping or service issues related to placed .
- Mentor and help train new hires in the sales department.
- Oversee daily internal account management related tasks and projects, and assist account management team members in managing customer report analysis,.
- Prioritizes project requests and communicates with account management team to meet project and reporting deadlines.

Education

High School Diploma