Robert Smith

Sales/Estimator

PERSONAL STATEMENT

Sales/Estimator with 12 plus years of experience looking for a highly motivated company so that I can utilize my excellent communication skills and organizational skills and apply my talents and networking knowledge while finding ways to utilize my experience and skills toward becoming a valuable team member.

WORK EXPERIENCE

Sales/Estimator

Frank Door Company - 2009 – Present

Responsibilities:

- Selling the custom cooler and freezer doors for Frank door, a cold storage door manufacturer.
- Interacting daily with end users, contractors, builders, refrigeration companies and box manufacturers.
- Managing each project from initial contact to delivery, educating customers on products and with choosing the best options for their application.
- Preparing pricing and freight estimates, sales orders and approval drawings for each project and preparing orders for production, scheduling, and shipping.
- Extensive experience handling a variety of different clientele through various levels of communication.
- Demonstrating the ability to read architects door schedules, door details, specifications and floor plans for bidding on new construction projects.
- Answering the customers questions regarding products, prices, and availability.

Sales Estimator

Scarpro Development - 2005 – 2008

Responsibilities:

- Assessed, evaluated, and provided estimates for commercial window and glass projects that average $1.2 million.
- Assessed the needs of clients with appropriate glass/window products that will work well for them and benefit the profitability of metropolitan glass.
- Conducted appraisals and data prior to pricing out materials.
- Coordinated project information with other members within the company engineering.
- Collaborated with District Sales Managers and other salespeople within the company and outside of it.
- Created and managed SharePoint website as well as wiki pages, to disseminate information relating to takeoff software updates and revisions.
- Produced general filing and records maintenance, compiling data for reports, verifying data.

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CONTACT DETAILS

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SKILLS

Strong Written And Verbal Communication, Proficient In Microsoft Applications, Sales Training, Franchise Master Owner Training, Franchisee Training, CRM, Blueprint Reading, Boiler Maintenance, Hydraulics, Pneumatics, Project Management, Cold Calling

LANGUAGES

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

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference – 1 (Company Name)
Reference – 2 (Company Name)

Education

Bachelor Of Science in Fine And Applied Arts - 2002 (Appalachian State University - Boone, NC)

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