

SALES

Executive Summary

Twenty years of experience in all aspects of sales/marketing management Focused, goal and profit-oriented. Proven track record of sustainable growth in existing market, and development of business in new markets. Effective organizational, communication, technical, leadership, personnel training/development, and public relations skills. Established reputation for professionalism, taking initiative, productivity, and dependability, attention to detail, teamwork and enthusiasm Motivated and results-driven Consistent high sales achiever. Proficient in use of Microsoft Windows/Office XP, (Word, Excel, PowerPoint) and Internet.

Professional Experience

sales

January 2011 to Current Company Name i¼ City , State

- Responsible for developing relationships with purchasing agents, engineers, and architects.
- Negotiate and secure sales, developing existing accounts and acquiring new account business.
- Prospect new customers and call on existing client accounts; provide informative presentations on all products; show catalogs; make recommendations; quote and negotiate prices/payment terms; submit proposals; secure purchase order agreements; and initiate additional sales through telemarketing.

Branch Manager

January 2009 to January 2011 Company Name i¼ City , State

- Develop leads and maintain a viable network of business contacts and prospective clients to consistently meet assigned sales quotas.
- Review and analyze policy and procedures with a view toward enhancing sales productivity, efficiency and quality performance.
- Developed and implemented strategies to improve branch operations, staff competency and productivity.
- Establish relationships, educate, service, maintain and manage approximately 100 accounts.
- Trained, motivated, assigned and supervised performance of support staff.
- Consistently ranked #1 in sales and gross dollar profitability for the company, and ranked in "top 2%" for corporate sales performance.

Sales Representative

January 1997 to January 2009 Company Name i¼ City , State

- Market, promote and develop outside and counter sales of high-end plumbing, electrical and lighting fixtures to architects, commercial contractors/residential builders in the Charleston Trident area.
- Setup new client accounts for billing purposes; write and submit orders to manufacturers; coordinate delivery schedules; provide follow-up customer service; and resolve customer billing issues.
- Assist walk-in customers with their inquiries/selections, including researching special order requests, setting up new accounts and registering customers' sales purchases and payment transactions.
- Participate (team effort) in merchandising visual displays and maintaining 8,000 sq/ft of showroom (point of sale) spaces for kitchen, bath, electrical/plumbing products, including major appliances.
- Establish relationships, educate, service, maintain and manage approximately 50-60 accounts.
- Receive ongoing training in all phases of business operations, including product lines, marketing and sales techniques, showroom merchandising, customer service and distribution support efforts.
- Contributed in developing sales revenue in excess of \$20.4 million for 2006 FY, a 29.4%
- Consistently ranked #1/#2 in sales and gross dollar profitability for the branch, and ranked in "top 5%" for corporate sales performance (out of 600+ sales reps, nationwide).

Education

Bachelor of Science : Business Administration , 1995 The Citadel, The Military College of South Carolina i¼ City , State , US Bachelor of Science: Business Administration - 1995 The Citadel, The Military College of South Carolina, Charleston, South Carolina

Presentations

Prospect new customers and call on existing client accounts; provide informative presentations on all products; show catalogs; make recommendations; quote and negotiate prices/payment terms; submit proposals; secure purchase order agreements; and initiate additional sales through telemarketing

Skills

Sales, Sales Representative, In Sales, Corporate Sales, Operations, Sales And, Accounts And, Accounts For, And Sales, Billing, Business Operations, Customer Service, Developing Sales, Kitchen, Lighting, Marketing, Merchandising, Million, New Accounts, Of Sale, Plumbing, Point Of Sale, Receptionist, Retail Sales, Sales Of, Sales Purchases, Sales Reps, Sales Revenue, Sales Techniques, Training, Outside Sales, Clients, Leads, Sales Quotas, Buying/procurement, Existing Accounts, New Account, Proposals, Purchasing, Sales Through, Telemarketing, Excel, Marketing Management, Microsoft Windows, Of Sales, Office Xp, Powerpoint, Public Relations, Sales/marketing, Word