

## **SALES EXECUTIVE**

### **Outside Sales ▪ Inside Sales**

Dynamic and innovative sales professional with valuable experience in outside sales. Established reputation for identifying and resolving a customer's decision barriers and closing the sale. Keen understanding of the human buying motive with a proven willingness to ask for the sale. Strong telephone and in-person sales presence; projects and maintains a professional image communicating with customers and vendors. Understands the importance of organization and self-management required of a field sales position.

#### Key Proficiencies Include:

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|-----------------------|----------------------|-------------------------|
| ❖ Telemarketing       | ❖ Sales Prospecting  | ❖ Customer Service      |
| ❖ Account Management  | ❖ Closing Techniques | ❖ Team Training         |
| ❖ Sales Presentations | ❖ Marketing          | ❖ Coaching / Counseling |

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## **PROFESSIONAL EXPERIENCE**

MOELLER INCORPORATED – New York, NY

*Moeller offers a subscription-based service that provides leads to companies seeking to work with federal, state, and local government agencies, with annual sales revenues of \$13 million.*

### **Senior Account Manager, 2005 – Present**

Manage a book of business consisting of 600 clients, with a monthly revenue goal of \$50,000. Perform quality assurance follow-up contact via telephone and e-mail on all accounts on a quarterly basis to ensure quality of service and market additional products and services.

- Suggested an amendment to the client invoicing procedure that significantly reduced client confusion regarding service selection.
- Achieved 118% of targeted quota in the first half of 2006.
- Coordinated with management to streamline and clarify the way fees were presented online.

### **Acquisition Sales Lead, 2004 – 2005**

Supported and supervised a team of seven salespeople with a team sales quota of \$100,000 and personal sales quota of \$12,000. Provided one-on-one sales coaching and counseling. Listen in and sit in on team member telephone calls and advises salespeople on closing techniques and general account management protocols. Conducted applicant interviews and made hiring recommendations to the management team. Track and report sales activity. Prospect, assess and qualify new business opportunities.

- Led the sales team to an unprecedented seven consecutive months of achieving revenue targets.
- Recommended the generation marketing of in-house leads to assist in reaching monthly revenue goals, leading to a successful two-salesperson pilot program in which both consistently ranked in the top 5 in sales revenue.
- Developed an account which generated an additional \$10,000 in sales without additional company expense.

### **Acquisition Sales, 2002 – 2004**

Made calls on company provided leads to close new business and meet a \$15,000 monthly sales quota. One of two class members out of seven to make it past the 90 day probationary period. Track and report sales.

- Led the sales team to an unprecedented seven consecutive months of achieving revenue targets.
- Achieved President's Club membership by reaching 133% of quota.

## MASTERSON, INCORPORATED – Seattle, WA

**Consultant, 2002**

Matched employers with eligible and qualified job seekers for a western Washington employment agency with \$2.6 million in annual sales. Made prospecting contacts to corporate entities to inquire about employment needs; marketed to hiring managers, sales managers, and marketing managers. Executed service agreements.

- Reached 200% of revenue quota in the first month in the position.

## DRESDON FIELD SERVICES – Houston, TX

**Sales Representative, 2001 – 2002**

Serviced the eastern Texas territory for a life and health insurance organization marketing to small businesses and individuals with \$1.5 million in annual sales. Contacted company provided leads to schedule appointments to discuss service offerings. Gather information to determine the right product mix and present options to close the sale.

- Created a marketing program, in addition to the company-provided leads, that generated 25% more leads through cold calling and flyer distribution to local businesses.

## TECHFINDERS, INCORPORATED – Bellevue, WA

**Senior Technical Recruiter, 2000 – 2001**

Supervised up to 60 employees for an IT and telecommunications staffing concern with a national presence. Wrote job descriptions to post to job boards. Prospected for and interviewed candidates for available positions. Supervised field contractors, delivered payroll checks, and worked with contractors to locate new positions upon completion of assignments.

- Achieved 127% of company-set productivity goals.

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**SALES TRAINING AND EDUCATION**

**Certification:** ValueVision – Value Selling Graduate

“Cold Calling for Cowards” - Jerry Hocutt Seminar

“Developing the Leader Within You” – John C. Maxwell

“Developing Leadership” - John C. Maxwell (audio training)

Read various Dale Carnegie publications which include “How to Win Friends & Influence People”.

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**SOFTWARE SKILLS**

MS Word ❖ MS Excel ❖ MS Publisher ❖ MS PowerPoint ❖ MS Outlook  
Goldmine ❖ ACT ❖ Internet ❖ Adobe Acrobat