

KOLE DALLAM

Herriman, UT 84096
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PROFESSIONAL SUMMARY

Goal-driven Sales Manager bringing 4-year career history in sales and proven track record of strategic business growth. Skilled at aiding in product marketing efforts. Adept at cultivating productive client relationships through positive rapport, tailored solutions, and client engagement.

SKILLS

- Opening and closing procedures
- Shift checklists
- Sales assistance
- Telephone etiquette
- Front end maintenance
- Cash transactions
- Administrative skills
- Conflict management
- Employee training
- Effective planning
- Analytical mastery
- Listening skills
- Display setup
- Financial and Regulatory Consulting

WORK HISTORY

11/2021 to Current **Sales Representative**

Verizon Wireless – American Fork, UT

- Increased sales by offering advice on purchases and promoting additional products.
- Achieved monthly sales goals by promoting product benefits and enrolling new clients.
- Retained excellent client satisfaction ratings through outstanding service delivery.
- Trained and mentored new sales representatives.
- Met with existing customers and prospects to discuss business needs and recommend optimal solutions.
- Cold-called leads and closed large number of new sales over several months.

02/2021 to 09/2021 **Front End Coordinator**

Sierra Trading Post – Riverton, UT

- Took over cash register duties during busy periods to keep customers lines moving.
- Managed front-end merchandising and maintenance, keeping shelves properly

stocked.

- Delivered high level of service to both internal personnel and customers when answering phone, handling issues and greeting visitors.
- I was in charge of the Credit card sales and meeting the numbers and goals we had as a team. I lead the charge in teaching 45+ people how to actively use creative sales techniques and friendly customer service skills to sell our Rewards Credit Card.

08/2019 to 12/2020 **Manager and Leader**

Chip Cookies – Riverton, UT

- Seeking full time work and ready to learn anything needed for the job.
- Herriman, UT koledallam@yahoo.com 4356335639 My name is Kole Dallam, I am 21 and I love jumping into new experiences along with being a leader and example to most.
- I love creating friendships amongst coworkers and can get along with anyone and everyone.
- I thrive in high stress situations ultimately leading to a positive and successful work environment.
- Authorized to work in the US for any employer Manager on Duty, Here at Chip Cookies, I'm a Manager.
- I guide my employees to always be staying on task and getting the things that need to be done, done.
- Also being strict and to the point when it comes to discipline if any of my employees act out in a way they shouldn't.
- I am a leader for my employees, teaching new employees how to run and operate machinery that makes large amounts of cookies which in turn allows them to get their job done and done right.
- I also take part in a number of administrative tasks.
- Them being dividing out tips amongst employees, taking inventory and watching our spending when it comes to ordering supplies or even spending when it comes to labor hours keeping them to a reasonable amount for my employees without it costing too much for my owners.

01/2016 to 10/2018 **Manager**

Twisted Coconut – Gunnison, UT

- Here at Twisted Coconut, I was a manager of the building and oriented my work around customer service along with day to day tasks allowing the business to run smoothly.
- Some of the tasks I was in charge of each day were inventory, cleaning, organizing, labor hours, tips amongst employees, new menu ideas and options for

customers, scheduling, customer service.

01/2014 to 04/2018 **General Contractor**

Dallam Construction – Gunnison, UT

- I did a number of tasks each day.
- Them consisting of cleaning, building, measurements, supply runs, electrical work, touch up work, sheeting, shingling, framing etc..
- This job I had when I was in college as an off and on job whenever I could work it I was there.

EDUCATION

High school diploma

Gunnison Valley High School - Gunnison, UT

05/2022

Associate of Arts: Fine Arts & Business

Salt Lake City Community College - Salt Lake City

05/2019

Associate's degree: General Studies

Snow College - Ephraim, UT

CERTIFICATIONS

Winners Circle 2021 - Verizon Wireless top sales Rep in the territory.