

# John Doe

## BUSINESS DEVELOPMENT

### Contact

**Email**

john@gmail.com

**Phone**

### About

Results-driven and highly skilled (business development)account manager and marketing professional with over 10 years of experience developing and executing customized account plans to increase sales volume, market share, and relevance in the marketplace. Provide strategic value to customers including leveraging trends in customer industries/marketplaces to shape solutions and approaches driving overall business development. Open and clear communicator with demonstrated strategic vision and disciplined execution.

### Profiles

**LinkedIn**

john

### Work

---

2013-03 – 2014-08

**Director of New Products**

#### Highlights

- Create strategies to develop and expand existing customer sales, which resulted in a 30% increase in monthly sales.
- Maximize operational efficiency by coaching staff on various customer service initiatives.
- Maintain friendly and professional customer interactions.
- Emphasize product features based on analysis of customers' needs.
- Make an average of 75 calls/appointments per day to grow and maintain customer base.
- Very strong at building rapport and a bond with clients to increase sales and volume.
- Earned an elevated position as a "Statistical Tracker."
- Compile and report sales statistics as requested by management to maximize sales efforts of the team.

- Collaborate with colleagues to exchange selling strategies and marketing information.
- Respond to all customer inquiries in a timely manner.
- Consistently exceed sales quotas and always in the top 10% of the sales team.

---

2006-05 – 2013-03

## **Director of Sales and Marketing/Business Development Manager**

### **Highlights**

- Created sales and revenue-generating opportunities in new markets to improve the bottom line.
- Developed strategies to position the business to shape and capitalize on emerging customer and market needs.
- Identified and solved complex problems that impacted sales management and the direction of the business.
- Cultivated strong professional relationships with industry partners by creating focused campaigns to drive long-term business development.
- Developed and implemented strategic marketing plans for the business.
- Launched a thriving transportation service, building revenue from \$50K to over \$300K in the first three years and a minimum 15% increase in revenue each year after.
- Oversaw front-office operations and provided superior customer service.
- Built a clientele supported by 30% referral business which resulted in daily interaction with current and prospective clients.
- Managed all aspects of day-to-day operations as a multi-site manager of Amore Limousines, Morgan Coach & Tours, LLC, and 2 Sisters Travel, Inc.
- Finances: accounts payable/receivable, invoicing, forecasting, budgeting, and sales strategy.
- Managed/supervised a total of 26 employees.
- Facility rental/maintenance.
- Authored professional correspondence to customers and vendors.
- Created special promotions, wrote/designed print and outdoor advertising, created campaigns for trade shows, and coordinated all media buying.
- Prepared reports for sales, expenses, and maintenance ensuring full compliance with company, federal, and state requirements and tight deadlines.
- Concentrated on acquiring university and corporate contracts.
- Won 8 university and 43 corporate contracts over many competitors.
- Increased client base resulting from secured contracts.
- Successfully expanded account base from 2 to more than 50 accounts.
- Led sales team to grow revenue from \$50,000 to \$1.3 million in 6 years.

---

2003-01 – 2006-05

## **Business Development Associate**

### **Highlights**

- Developed and implemented cold calling strategies to increase client base.
- Identified market trends to maximize revenue.

- Focused on customer retention to maintain market share.
- Built long-term client relationships to position the business for growth.

## Volunteer

**The Consortium for Public Education** ————— 2010 – 2025-12

Member of Board of Directors

**Turner Elementary School** ————— 2004 – 2025-12

Creator and Operator of Student of the Month Program

### Highlights

- Created and operate the Student of the Month Program.
- Monthly "limo lunches" are donated for the Student of the Month program.

**Evergreen Elementary School** ————— 2007 – 2025-12


Creator and Operator of Read-A-Thon Program

### Highlights

- Created and operate the Read-A-Thon program.
- Quarterly "limo lunches" are donated for the students that read the most books in each contest period.

## Education

**Duquesne University** ————— – 2006

 Marketing and Legal Studies in Business  
Bachelor of Science

## Awards

**Rookie Sales Director of the Year** —————

by Davison

## Skills

Relationship Building

Networking

Sales/Market Analysis

Strategic Planning

Adept at Closing Sales

Budget Development

Business Development

Account Management

Analytical Problem Solver

Profit Optimization

Cost Efficiency

Training and Development