

# Jessica Claire

Montgomery Street, San Francisco, CA 94105  
(555) 432-1000 - resumesample@example.com

## SUMMARY

Account Manager focused on maximizing sales by managing all accounts systematically and logically. Believes consistency and dedication build the most successful business partnerships. Highly successful at expanding network connections and introducing new products persuasively. Experience with digital, shared mail and newspaper.

## HIGHLIGHTS

- Prospecting and cold calling
- Strategic account development
- Proven sales track record
- Product training and placement
- Upselling and consultative selling
- Exceptional customer service skills
- Strong interpersonal skills
- Skilled in MS Office, Excel and Sales Force
- Marketing and sales specialist
- Motivated team player
- Project management
- Sales management
- Brand awareness development

## EXPERIENCE

- 08/2011 to Current

Digital Media Consultant

Relx Group – Springboro, OH

  - Provide personalized cutting edge marketing consulting services for businesses of all types and sizes with exposure across a broad network of local marketing solutions exclusively utilizing a digital footprint –Including Tier 1 Major Search Engines, PPC, SEO, Internet, Web Site Development and Traffic Growth, Video, Mobile, Brand Awareness, Social Media Marketing, and Online Reputation Management, throughout the Central Florida area.
  - Daily contact with customers to promote, maintain and expand business development and relationships
  - Account analysis and preparation of sales recommendations that meet customer’s specific needs
  - Hunter and Prospecting Daily for new Business
- 01/2002 to 08/2011

Sales Executive

Plansource – Kansas City, MO

  - Managed and grew sales for an account list resulting in 2 million dollars. Clients list included: ACE Hardware, Domino’s Pizza, Beauty Depot, Conexion Wireless, Rapid Cash, and La-Z-Boy in the Florida Market.
  - Expert in developing high valued marketing and advertising solutions for large accounts.
  - Accountable for maximizing sales and growth of client market share through promoted products, targeted advertising promotions and consultative selling
  - Monitored market conditions, product innovations and competitor activity, and adjusted account sales approach to address latest market developments.
  - Participated in various incentive programs and contests designed to support achievement of production goals.
- 09/2000 to 01/2002

Advertising Sales Executive

Lee Enterprises, Incorporated – Opelika, AL

  - Responsibilities included development of new business as well as servicing and consulting existing client base of over 75 accounts.
  - Delivered exceptional account service to strengthen customer loyalty.
  - Researched and secured new accounts in Orlando and surrounding area.
- 02/1994 to 09/2000

Account Executive

Ita Group – West Des Moines, IA

  - Established and maintained cooperative relationships with representatives of community, consumer, employee and public interest groups.
  - Researched, negotiated, print advertising budgets up to \$750,000.
  - Recommended newspaper, inserts and special sections to customers based on their needs and interests.

## EDUCATION

- 1984

High School Diploma

Aurora Central Catholic - Aurora, IL

Business  
Waubensee Community College - Sugar Grove, IL

## ACCOMPLISHMENTS

- Quota Maker ADVO/Valassis: 2010, 2009,2008, 2007, 2006, 2005 2004 2003
- Sales Rep of the Quarter Daytona Beach News-Journal: 2000,1999,1998,1997,1996,1995
- Recognized for “Outstanding Sales” consistently by clients, peers and management