
JESSICA CLAIRE

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

PROFESSIONAL SUMMARY

I have been in Sales most of my life. I started working at age 12 with my dad, I went to businesses selling "Check Rite" the first check guarantee machine. Then moved to collection and closing sales as a teenager. At 21 I started church work. I spent 10 years running a full ministry team, paid and volunteer staff, over 300 children in attendance. Going back into sales, after taking time off for my kids, I began selling for Salad Master in Atlanta Georgia. My sales rate was quite high, I went from 10% to 30% commission within a few months. Then took the business to unclaimed territory in Reno Nevada. As a mother of seven, I have had many years away from the job force. I am a single mom, ready to start working again. Like my Daddy always said "You could sell sand in the desert!" So, to sales I shall go again!

SKILLS

- Strong interpersonal skills
- Positive, driven and energetic
- People-oriented
- Communication and organizational skills
- Proven Track Record
- Brand Awareness
- Persuasive negotiator
- Excellent work ethic

WORK HISTORY

Consultant, 06/2007 - 10/2008

Milliman – Dallas, TX

- Kept detailed records of daily activities through online customer database.
- Prospected and conducted face-to-face sales calls with business executives and directors throughout assigned territory.
- Created strategic brand building events to expand the current product portfolio.
- Wrote sales contracts for orders obtained and submitted orders for processing.
- Identified prospective customers by using business directories and following leads from existing clients.
- Negotiated prices, terms of sales and service agreements.

Consultant, 08/2006 - 05/2007

Milliman – Omaha, NE

- Contacted new and existing customers to discuss how their needs could be met through specific products and services.
- Quoted prices, credit terms and other bid specifications.
- Selected the correct products based on customer needs, product specifications and applicable regulations.
- Attended monthly sales meetings and quarterly sales training.
- Met existing customers to review current services and expand sales opportunities.
- Maintained knowledge of current sales and promotions, policies regarding payment and exchanges and security practices.

EDUCATION

Bachelor of Arts: Creative Writing, Current

Southern New Hampshire University - Online

Associate of Arts: Ministry

Emmanuel College - Franklin Springs, GA