

# Sales and Service Representative

## ROBERT SMITH

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### Objective

To obtain a position with a well-established institution where I can both contribute my current skills and knowledge as well as have an opportunity to grow professionally and work my way up through hard work and determination.

### Skills

Sales, Customer Service, Communication.

### Work Experience

#### Sales and Service Representative

**ABC Corporation** - October 2007 – December 2009

- Sourced and secured new customers for sales and service delivery of rental equipment for the oil and gas industry.
- Networked and prospected with clients through traveling 1,000 miles weekly on rough terrains at drilling and production rig sites.
- Presented offerings, negotiated contracts, and delivered equipment to clients.
- Performed minor service repairs as needed.
- Serviced and maintained existing accounts while continuously prospecting for new business.
- Charged with rapid account growth at a time when the company was expanding into a new market.
- Collected containerized waste like used oil filters and etc.

#### Sales And Service Representative

**Auto Chlor System** - 2006 – 2007

- 404) 766-0827 Maintaining and servicing dishwashers on established route.
- Establishing new sales of companion products.
- Resolving service calls during route and after hours.
- Obtaining price increases and updated contracts for Auto Chlor customers.
- Answering customer questions concerning product lines and providing solutions.
- Collecting payment from customers and controlling route AR.
- Maintaining company vehicle and keeping within company and DOT regulations regarding loading and shipping of products and safe driving protocol..

### Education

Associate of Applied Science in Computer Aided Drafting & Design - (ITT Technical Institute - Murray, UT)