

# Todd D. VanDerBogart

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## QUALIFICATIONS SUMMARY

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Driven business manager, producing high-level sales results, leading team training and growth strategies, providing outstanding client support, and developing and executing effective marketing campaigns.

- ▶ **Sales & Marketing:** Proven experience delivering results through the development of new business strategies, implementation of updated marketing and promotional plans, new customer engagement, growth of current customer base, and ultimately increasing sales.
- ▶ **Customer Support:** Extremely proficient at responding to complex and multi-faceted customer questions and problems in a variety of situations.
- ▶ **Staff Development & Leadership:** Well versed in managing team members of all levels and leading the training and development programs for new employees. Effectively achieved continued team adherence to company policies and procedures.
- ▶ **Key Strengths:** Demonstrated ability functioning in fast-pace and high-stress environments. Experienced in performing successfully in a management capacity and with limited supervision.

## EDUCATIONAL BACKGROUND

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**Bachelor of Business Administration in Economics**, Graduated 2017

TEMPLE UNIVERSITY, Philadelphia, PA

*Member*, Phi Beta Lambda Business Fraternity, 2014

## PROFESSIONAL EXPERIENCE

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*VISION SOLAR, BLACKWOOD, NEW JERSEY*

**Sales Consultant** (7/2019 – Present)

Analyze clientele usage and energy needs to accurately provide clean and affordable energy solutions for their residence. Negotiate prices, initiate credit checks, and determine qualified clients. Create sales and marketing tools to gain new clientele while following up on sales leads to close deals. Demonstrates ability to be flexible by working within non-standard business hours and work environments. Effectively communicate with engineers to produce accurate sales proposals unique to each client. Assists PA regional manager with scheduling, daily training programs, and demonstrate sales techniques to sales team. Generate sales reports and analyze with each sales representative. Introduced and implemented CRM training process.

*Selected Contributions:*

- Exceed monthly sales goals by 19%.

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*BUILDER PROS*, Harleysville, Pennsylvania

**Laborer** (9/2018 – 7/2019)

Assisted various projects spanning all phases of construction. Worked with crew to support the general management of all projects. Maintained specific schedule to ensure completion of project within client timeline. Verified that the work is meeting client expectations through active communication. Performed all responsibilities within the company's high level of standard.

*THE MIDTOWN*, Philadelphia, Philadelphia, Pennsylvania

**Sales and Marketing Coordinator** (5/2018 – 12/2018)

Organized the development and execution of marketing and promotional campaigns to increase company recognition and drive growth of customer base. Ensured effective collaboration between managers, bar, wait and kitchen staff to ensure event success. Implemented and coordinated all event details for optimum event execution. Budgeted for and negotiated contracts for client events hosting up to 400 people.

*Selected Contributions:*

- Sales facilitated 25% increase of customer base.
- Executed enhanced brand awareness campaign through relevant and exciting social media posts and the local distribution of flyers to promote and boost client attendance at events.

*NOTO*, Philadelphia, Pennsylvania

**Security/Door Host** (2/2017 – 5/2018)

Spearheaded security operations for a venue hosting up to 1,100 patrons daily. Monitored activities to ensure consistent alignment with safety standards/regulations. Provided prompt reaction to escalating customer confrontations to defuse the situation.

*Selected Contributions:*

- Decreased customer complaints by implementing advanced customer service techniques.

*HOWL AT THE MOON*, Philadelphia, PA

**Head Door Host** (10/2014 – 2/2017)

Managed the prompt and efficient seating of 800 – 1,000 customers per evening. Oversaw patron admission, venue security training, and safety best practices for all new employees. Provided immediate action to resolve customer escalations as needed; drafted detailed reports for managerial review.

*Selected Contributions:*

- Efforts drove 30% increase in sales.

*NETWORK CONCEPTS*, Souderton, Pennsylvania

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## **IT Solutions Support Technician (9/2012 – 8/2013)**

IT liaison to 50+ local businesses. Provided technical hardware and software support including security services, troubleshooting, technical upgrades, and network back-up services. Acted as key correspondent to project managers, technicians, and clients involved in new installations. Provided real-time customer support and advisory services to resolve technical issues.

### *Selected Contributions:*

- IT Support recognized for increasing sales by 15%.

*PARKSIDE AMERICAN GRILLE, Harleysville, Pennsylvania*

## **Server (9/2011 – 8/2013)**

Banquet captain for all key players involved in large events. Directed current employee development and training for new employees. Performed vendor coordination for restocking and replenishing appointments, as well as deliveries of food and perishables. Managed opening and closing duties, filed inventory reports for linen, china, glass, and silver. Reconciled customer and client deposits, as well as maintained a high-level of customer service through prompt and efficient response to customer questions and concerns.