

**Dora Parmentier**  
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### **Objective**

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Seeking a position with a growing organization to make a positive impact on revenues, and experience long term career growth. To become an employee for your organization and to make significant contributions that will lead to company profitability and personal career growth.

Relationship Management  
Product Awareness

Account Management  
CRM Systems

Communication and Presentation Skills  
Time Management

### **Professional Experience**

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**Business Vendor Solutions** Irvine, CA

*Customer Service Representative*

2017 – Present

- Open and maintain customer accounts
- Manage incoming calls for new and existing accounts
- Identify customer needs to achieve satisfaction
- Process customer accounts, file documents, and keep records of interactions
- Answer questions about the product and terms of sale

**Multi Vision Financial** Long Beach, CA

2012 – 2017

*Funding / Sales Manager / Closer*

Driven finance professional with demonstrated track record of maximizing customer service opportunities and consistently exceeding performance goals. Well versed in high money products in the secondary finance arena. Demonstrated ability to handle highly confidential personal and financial information in a sensitive manner. Adept at working at a fast pace environment, employing strong organization skills with attention to detail.

**Highlighted Accomplishments:**

- Became top sales rep. after three months of my employment consistently
- Became funding manager / closer after one year of employment
- 90% retention/renewal rate

**1800 Registry** Las Vegas, NV

2009 – 2012

*Regional Sales Representative*

Extremely talented advertising sales expert having experience in marketing, business development, account management, advertising, client relationship management, and strategic planning. Demonstrated ability in managing the sales teams and guiding in daily operations. Influential in maximizing revenue potential, expanding client base, and raising client retention.

**Highlighted Accomplishments:**

- Due to sales expertise continuously exceeding sales objectives

### **Education**

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**El Camino College**

Business Administration

1983-1987

### **References**

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Available upon request