

# ROBERT SMITH

## Asst. Art Consultant

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Enjoy working with the public, helping clients find exactly what they are looking for and discerning what works best in their budget and timeframe.

### AUGUST 2012 - APRIL 2013

#### ASST. ART CONSULTANT - ABC CORPORATION

- Drew illustrations for cards to be sold in stores and museums.
- Handled clients from introduction to close of the sale.
- Follow up with a client to exceed expectations to ensure a smooth transition to hanging and placement of pieces in the home.
- To procure possible future transactions of purchase with the gallery.
- Achieved monthly sales goals.
- Acted as a good mood leader for the entire team each shift, leading to higher performances by each team member.
- High level of professional sales displayed and commented upon to corporate offices by clientele.

### 2011 - 2012

#### ART CONSULTANT - ABC CORPORATION

- Work with customers to find the art that fits their needs.
- Maintain databases of customer information.
- Helped improve sales by teaching associates sales tools.
- Worked with artists to maximize their sales potential.
- Helped change out store during sales events..
- Created database for customer information to capture and control their information to facilitate future correspondence and sales potential..
- This is Dummy Description data, Replace with job description relevant to your current role.

## EDUCATION

BS in English. Major: Creative Writing Minor: Journalism - 1999(Murray State University - Murray, KY)

## SKILLS

MS Office, MS Excel.

