

ROBERT SMITH

Business Owner/Founder

info@qwikresume.com | <https://Qwikresume.com>

Ambitious Business Owner who creates strategic alliances with organizations, companies and leaders to effectively align with and support key business initiatives. Builds and retains high performance teams by hiring, developing and motivating skilled professionals.

OCTOBER 2012 - PRESENT

BUSINESS OWNER/FOUNDER - ABC CORPORATION

- Estimating materials and labor required to complete the roofing job.
- Preparing reports for clients and sub-contractors on the cost and progress of the work.
- Highlighting any quality issues or operational problems that affect the progress of the job and/or find solutions if necessary in order to complete the job in a timely and efficient manner while maintaining a safe work environment.
- Project planning with other contractors, to identify the most appropriate start date of a project.
- Allocating tasks to teams with different skills, such as carpentry, tiling, and insulation, etc.
- Estimating the materials required for the project and plan delivery schedules to ensure timber, shingles, insulation, guttering, and any other necessary equipment, materials or supplies are on site when needed.
- Performing all duties of running a small business including financial, planning, marketing, and training.

JUNE 2011 - JUNE 2012

BUSINESS OWNER - ABC CORPORATION

- Successfully opened the restaurant that generated average sales of 50k monthly.
- Planned and directed staffing, training, and performance evaluations to develop and control sales and service programs.
- Developed sales and marketing plans for the business and promotions within the business.
- Developed strategic marketing and sales plan by searching for new opportunities and developing a strong customer and referral base.
- Researched our competition to ensure proper alignment within our market for the proposed remodels.
- Met customers needs courteously and accurately through effective communication and execution.
- This is Dummy Description data, Replace with job description relevant to your current role. In case if you dont need it you can delete it.

EDUCATION

Accounting - 2008(Lewis & Clark Community College - Godfrey, IL)Bachelor Of Science in Business Administration - (Warner University - Lake Wales, FL)Bachelor Of Arts in Psychology And Latin American Studies - (University Of California - Santa Cruz, CA)

SKILLS

Small Business Development, Organization, Project Management, Communication, Leadership, Cost Estimating, Business Operations, Negotiations