

ROBERT SMITH

Business Development Associate

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Highly driven and energetic sales/marketing/customer service employee seeking a new position. As a marketing/sales representative, Positive, determined, and a team player. Under pressure and tenaciously do whatever it takes to get the job done right. As a customer service employee and a server, I am highly skilled and experienced at anticipating and accommodating customer needs.

CORE COMPETENCIES

Food Handler Card And Alcohol Awareness Training Also Knowledge Of Aloha.

PROFESSIONAL EXPERIENCE

Business Development Associate

ABC Corporation - August 2006 – March 2007

Key Deliverables:

- Developed and maintained key business relationships with loan brokers in a given sales territory.
- Massive cold calling campaigns in order to generate business.
- Prequalified loans with brokers to ensure their borrower qualified with one of our programs.
- Created custom marketing flyers for brokers to help generate business.
- Reviewed all relevant documents such as title report and appraisal and utilized LoanQuest to send out loan documents to escrow for signature by the borrower.
- Facilitated and expedited the loan process by providing the highest levels of customer service from loan submission to loan funding.
- Organized flood certificates and assured everything was in line for loan documents to be signed.

Business Development Associate

PointClear - 2005 – 2006

Key Deliverables:

- On-the-job accomplishments include conducting peer-level conversations with C-level executives presenting solutions as opposed to products, benefits as opposed to features.
- Speaking extemporaneously on clients solutions and offerings.
- Responding to objections, inquiries and complaints.
- Recognizing and exploiting buying signals and business triggers.
- Determining need, authority, timeframe to purchase and budgetary information.
- Other on-the job accomplishments include managing special projects while meeting primary commitments.
- Functioning as a "test pilot" or troubleshooter on multiple programs.

EDUCATION

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- Bachelor of Arts in Journalism - (California State University - Northridge, CA)