

Résumé

PERSONAL DETAILS

Name: *Jake Campbell Chalmers*

Address: 19 Rowlands Street Maylands, 6051, Perth, WA

Mobile: 0407 073 460

Email: jakechalmers86@gmail.com

D.O.B: 12/06/1986

Drivers Licence: HR Class

KEY STRENGTHS

- A friendly & positive attitude.
- Team player.
- Strong negotiation skills.
- Excellent Presentation & communication skills.
- High level computer skills (E commerce, Graphic Design, Web Development, Advertising)
- Organised and work to a system.

WORK HISTORY

BDM - Technical Sales Representative (BGC - New home sales) **(June 2016 – Dec 2020)**

- Build rapport with a wide demographic of people to secure their contact details.
- Develop new business through on-line marketing, advertising & cold calling.
- Network with a range of different professionals including land agents, real estate agents, finance brokers, investment agencies, tradesmen, construction supervisors and clients to develop new business and build long-term sales growth.

- In-depth knowledge of the latest professional 3D drafting software (ArchiCAD)
- Liaise with clients to design their ultimate home within budget and to council specifications.
- Prepare formal working drawings (building plans) using ArchiCAD drafting software.
- Estimate entire build costs including siteworks, upgrades and present it to the client.
- Follow strict building codes and guidelines when designing homes to ensure a smooth sales process for the customer and builder alike.
- Go over Legal building contracts in detail and have client sign on every page.
- Stay in contact with all clients throughout the entire build process to ensure they never feel out of the loop and to ensure exceptional customer service.
- Manage and organize a large lead bank through company CRM system.
- Attend weekly sales meetings with management and staff to discuss Kpi's.

BDM - Technical Sales Representative (Dream Start Homes - New Home Sales) **(Feb 2014 – Mar 2016)**

- Rookie of the Year 2014, 30 homes sold with no sales background in highly competitive industry.
- Create my own leads through online advertising, marketing.
- Business development through cold calling of long-term lead bank on a CRM system.
- Converting warm (pre-qualified) leads into sales.
- Followed up with clients throughout the build to make sure they remained satisfied.
- Secured multiple referral sales through excellent customer service.

Carpenter (MJM Carpentry) (Jan 2005 – Dec 2014)

- Timber Framing.
- Roofing Construction - Timber and steel.
- 2nd Fix Carpentry - hanging doors, shelving, skirting boards and architraves.

EDUCATION & CERTIFICATES

- Completed High School (Perth Modern) **(2003)**
- Completed Carpentry & Joinery Apprenticeship **(2007)**
- Completed Cert IV Small Business Management **(2013)**
- Complete Cert IV in Work Health & Safety **(2014)**
- Coder Academy Diploma of IT Full Stack Web Development **(Current)**

INTERESTS AND ACTIVITIES

- Health and Fitness
- Personal Development

REFEREES

Clayton Brealey

(Character Reference)

0427 325 714

Rhys Watters

BGC New Homes (Sales manager)

0450 402 235

Mike Sharp

MJM Carpentry (Owner)

0434 051 990



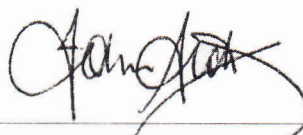
This is to certify that

Jake Chalmers

has fulfilled the requirements for

**Certificate IV
in
Small Business Managment
BSB40407**




Managing Director

Certificate No: CY5621
Date of Issue: 23 May, 2013





JOONDALUP CAMPUS

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Jake CHALMERS
122 Egina Street
Mt Hawthorn 6016
Perth, WA

Dear Jake

- Student Number: 10344105

I have much pleasure in writing to you, on behalf of the Faculty of Business and Law, to congratulate you on your outstanding results for last semester in the following unit/s:

MAR6000 Advanced Marketing Techniques
PRO5099 Project Management
MAN1190 Management I
ECF1120 Finance I

Academic achievement at this level needs to be recognised and applauded and I am sure that such achievement brings to you, and all those that support you, great pleasure and satisfaction. The staff in the Faculty also gain considerable satisfaction in working with students who are performing so well in their studies.

I have no doubt that employers will regard success at this level as one of the important indicators to be considered when applications for employment or promotion are considered.

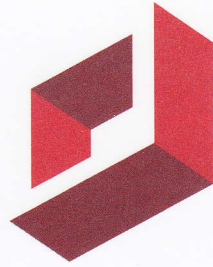
Congratulations once again.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'M Stoney', written over the 'Yours sincerely,' text.

Professor Mark Stoney
Associate Dean
Office of Teaching and Learning
Faculty of Business and Law

November 23rd, 2013



**WEST COAST
INSTITUTE**

PERTH, WESTERN AUSTRALIA

THIS IS TO CERTIFY THAT

JAKE CAMPBELL CHALMERS

HAS FULFILLED THE REQUIREMENTS FOR

**BSB41412
CERTIFICATE IV
IN
WORK HEALTH SAFETY**

THIS AWARD SHOULD BE READ IN CONJUNCTION WITH
THE HOLDER'S STATEMENT OF ACADEMIC RECORD

Michelle Hoad
Managing Director



The Qualification is recognised within the Australian Qualifications Framework
Date of Issue: 31 July 2014



National Provider Number 1979

This is to certify that

Jake Chalmers

has fulfilled the requirements for

CERTIFICATE III

in

**CARPENTRY & JOINERY
APPRENTICESHIP**

CPC30220

The Qualification certified herein is recognised within the Australian Qualifications Framework

Certificate Number: 13CAL0097
Date Issued: Dec- 07

Robert Stratton
A/Managing Director



This award is to be read in conjunction with the holder's academic records