

SALES

Executive Summary

Twenty years of experience in all aspects of sales/marketing management Focused, goal and profit-oriented. Proven track record of sustainable growth in existing market, and development of business in new markets. Effective organizational, communication, technical, leadership, personnel training/development, and public relations skills. Established reputation for professionalism, taking initiative, productivity, and dependability, attention to detail, teamwork and enthusiasm Motivated and results-driven Consistent high sales achiever. Proficient in use of Microsoft Windows/Office XP, (Word, Excel, PowerPoint) and Internet.

Professional Experience

sales

January 2011 to Current Company Name - City , State

- Responsible for developing relationships with purchasing agents, engineers, and architects.
- Negotiate and secure sales, developing existing accounts and acquiring new account business.
- Prospect new customers and call on existing client accounts; provide informative presentations on all products; show catalogs; make recommendations; quote and negotiate prices/payment terms; submit proposals; secure purchase order agreements; and initiate additional sales through telemarketing.

Branch Manager

January 2009 to January 2011 Company Name - City , State

- Develop leads and maintain a viable network of business contacts and prospective clients to consistently meet assigned sales quotas.
- Review and analyze policy and procedures with a view toward enhancing sales productivity, efficiency and quality performance.
- Developed and implemented strategies to improve branch operations, staff competency and productivity.
- Establish relationships, educate, service, maintain and manage approximately 100 accounts.
- Trained, motivated, assigned and supervised performance of support staff.
- Consistently ranked