

BUSINESS DEVELOPMENT ASSOCIATE

Summary

Hungry and highly driven successful sales professional with over 10 years experience. A strategic thinker and communicator who implements creative sales strategies to achieve and maintain high sales growth. Adept at building excellent working relationships with corporate and/or not for profit executives focused on achieving present as well as long term goals. Experienced in public relations, project development, account management, sales strategies to close and implementing endeavors for clients.

Highlights

- Meeting/exceeding sales goals
- Highly driven and motivated
- Excellent communicative skills
- Successful implementation of sales strategies
- Negotiations expert
- Tenacious closer
- Consistently reliable sales
- Highly intuitive to clients needs

Professional Experience

Business development Associate

May 2016 to Current Company Name - City , State

- Create a pipeline of prospects by establishing and maintain professional relationships with key decision makers
- Research, source, make initial contact (email, cold calling, telephone prospecting), and meet potential clients at their locations to accurately qualify the prospect and establish needs; Prepare and present proposals and close new accounts
- Develop and maintain Sales Plan and ensure achievement of Company sales targets and profitability
- Network and actively participate in User Groups, Associations, and Trade Shows in targeted vertical
- Work closely with the Marketing team and the Business Development team to generate new leads
- Strong understanding of customer and market dynamics and requirements;
- Manage all activities through the Customer Relationship Management Software (CRM-Zoho), ensuring consistency and accuracy.

Ballet and Barre Instructor

August 2014 to August 2015 Company Name - City , State

- Instructed middle school and highschool young women in Ballet classes.
- Instruction focused on the importance of core strength and correct alignment
- Taught the foundation of Ballet techniques in preparation for upcoming Belle drill team auditions at Highland Park High School

Real Estate Professional

July 2014 to Current Company Name - City , State

- Sales of over 2 million dollars
- Closing 70% of generated leads
- Executed all documents to closings
- Created and maintained a large client referral base
- Provided exceptional customer service
- Networking and marketing to generate successful leads

Barre Teacher

January 2013 to January 2016 Company Name - City , State

- Guided clients in safe exercise, taking into account individualized physical limitations.
- Taught clients how to modify exercises appropriately to avoid injury.
- Contributed to a [number]% increase in sales for the personal training department.
- Grew class numbers and attendance

On - Call Substitute Teaching

January 2012 to Current Company Name - City , State

I am currently on the Sub List at the following studios:

- Lifetime Premier Club
- Studio Six
- Larry North
- Dallas Country Club

Real Estate Professional

March 2011 to July 2014 Company Name - City , State

- Sales of over 1.5 million dollars
- Closings 75% of generated leads
- Executed all documents to closings
- Created and maintained a large client referral base
- Provided exceptional customer service
- Networking and marketing to generate successful leads

Barre Teacher

January 2011 to Current Company Name - City , State

- Designed each class to match the skill and learning levels of all participants.Suggested exercise modifications to individual
- students to avoid strain and injury.
- Cleaned and organized studio after each group fitness class.
- Encouraged members to continue attending group fitness classes.
- Prepared teaching area for each class and returned all equipment to storage at the end of class.
- Tracked class attendance and monitored class size to gauge the effectiveness of promotions.

Owner/Interior Designer

October 2004 to January 2010 Company Name - City , State

- Developed interior residential/commercial design company
- Implemented project costs, budgets and design schedules
- Account management
- Created branding and design presentations
- Ensured that project vision and intent was reflected and implemented
- Tracking of client accounts, invoicing and generating leads

Skills and Education

- Proficient in Ntreis, North Texas Real Estate Information Services
- Proficient in Centralized Showing Services
- Proficient in Smart Locating Apartment Data
- Proficient in Zumper, creating, generating and tracking leads
- Proficient in Craigslist, creating ads and generating leads
- Proficient in Microsoft office, such as Word, Excel, Powerpoint
- Proficient in the use of Microsoft Office Suite
- Proficient in the use of CRM - Zoho
- **Excels in:**
- Fund Raising with senior level executives
- In-Kind Donations with business owners

- Event Planning with business owners, charitable organizations, wealthy individuals
- Public Presentation/Speaking to large groups on a weekly basis
- **Education**
- Birmingham Southern College, Birmingham, AL
- Awarded Jimmy And Emil Hell Scholarship Arts Scholarship for Ballet Accomplishments
- Champions School Of Real Estate - Licensed Active Realtor

Community Involvement

- Fundraising Co - Chair for The 24 Hour Club 2016
- Sustainer with The Junior League of Dallas
- Chair for the Dallas Council on Drug and Alcohol Abuse Campaign, doubled monies raised from previous years (\$37,000 - \$75,000)
- Presbyterian Hospital Weekly Volunteer (11/2013 - Present)
- **Involvement in charitable organizations such as:**
- The junior Symphony League,
- University Park Association board member
- The March of Dimes
- The Magdalena House
- Green House Treatment Center
- The Bridge Homeless Shelter