Ashley Clive Marks

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# Personal Statement

I am a goal-oriented individual with extensive sales experience, primarily in the automobile market. I am highly focused, target-driven, and responsible for a wide range of duties across the entire value chain, including vehicle sourcing, procurement, dealership floor warehousing, marketing, sales, after-sales, and HR.

Throughout my career, I have demonstrated exceptional leadership skills, and I thrive in team environments. With over eight years of experience as a Used Car Sales professional, I have become an asset to any team I work with.

I am a hard-working, proactive, and confident individual who empowers others. My people and communication skills are excellent, and I always maintain a positive and professional attitude. With my experience and willingness to take on new challenges, I believe I would make an excellent candidate for any company looking to add a talented professional to their team.

# Key Skills

* Extensive Sales and Management Experience in the Motor Industry
* Proficiency in areas of Vehicle Sourcing, Procurement, Marketing and Warehousing
* Excellent communication skills, both written and verbal
* Excellent sales and negotiation skills
* Able to work under pressure and use own initiative
* Accustomed to and has knowledge in an extensive range of vehicle brands

## Employment History

### Used Car Sales Executive, Company: WP Motors, Bellville

*(August 2022 – Current)*

### Used Car Sales Executive, Company: Group One Nissan – Kuilsriver, Cape Town

*(21 March 2022 – July 2022)*

Duties and responsibilities:

* Facilitation of end-to-end financial transaction
* Responsible for arrangement of vehicle insurance prior to delivery Warehousing / Storage
* Vehicle display arrangements
* Sales
* Direct customer engagement
* Generate own Leads
* Cold Calling
* Sourcing vehicle trade ins After Sales
* Managing and maintaining customer relationships

### Used Car Sales Executive, Company: Claremont VW Mastercars – Claremont, Cape Town *(05 Dec 2020 – 18 March 2022)*

Duties and responsibilities:

* Facilitation of end-to-end financial transaction
* Responsible for arrangement of vehicle insurance prior to deliver Warehousing / Storage
* Vehicle display arrangements

Sales

* Direct customer engagement
* Generate own Leads
* Cold Calling
* Sourcing vehicle trade ins
* After Sales
* Managing and maintaining customer relationships

### Used Car Sales Manager, Company: Auto Market - Used Car Dealership in Operation since March 1, 1986, Randburg South Africa

*(01 May 2012 – 24 October 2020)*

Reason for Resignation:

Relocated to Cape Town to be closer to Family

Duties and responsibilities:

Vehicle Sourcing

* Evaluating applicable wholesale vehicle brokers
* Conducting vehicle appraisals (ROI analysis – Return on Investment)
* Contracting of vehicle brokers
* Establishing and maintaining client relationships (client facing) Procurement
* Facilitation of end-to-end financial transaction
* Responsible for arrangement of vehicle insurance prior to delivery
* Warehousing / Storage
* Vehicle display arrangements
* Marketing
* Responsible for entire company’s marketing (all platforms) o Digital (internet, social media, etc.)

Human Resources

* Sourcing sales employees
* Hiring and managing employees
* Training / mentoring o Defining and enforcing KPI’s
* Performance management

Sales

* Management of entire sales force
* Direct customer engagement After Sales
* Managing and maintaining customer relationships

### Job Title: Used Car Sales Executive Company: Auto Market, Randburg South Africa

*(01 May 2011 – 30 April 2012)*

Duties and responsibilities:

* Complete Offer to purchases with customers
* Quotations and Invoices
* Used Vehicle Appraisals
* Submit Finance Applications
* Assist with Dealership Stocking
* Handling of Petty Cash
* License and Registration
* Sourcing and Ordering of Parts
* Refurbishment/Quotes/Price comparison/Service bookings
* Arranging Vehicle Layout on the stand
* Prospecting
* Advertising of Vehicles on various online platforms
* Working under pressure and Achieve KPI Targets • Client Relationship Management and Client Retention

## Past Work Experience

**Security Weighbridge Operator, Company: Sappi Saiccor / Alert Security, Umkomaas South Africa**

*(March 2004 – February 2005)*

**Junior Operator – M.G.O Loader and Analyst Company: Sappi Saiccor, Umkomaas South Africa**

*(February 2005 – October 2008)*

**Events, Promotions and catering Coordinator, Company: Off to Work, London Central UK (Temp Work)**

*(December 2009 – November 2010)*

**Bartender, Company: Novus Leisure – Langley + Alibi and Agenda, London Central UK (Temp Work)**

*(April 2009 – October 2010)*

**Construction Worker, Company: Speedy Labour, Wimbledon UK (Temp Work)**

*(April 2009 – October 2010)*

### Education

### Scottburgh High School

*(Achievement Date: 2003)*

• National Matric Certificate (NQF 4)

### SAPPI

*(Achievement Date: 2005)*

* Forklift Licence
* Overhead Crane Licence

## References (Past 5 Years)

**Auto Market**

Heinrich Du Toit (Owner)

Cell: 082 7777 307 Office: (011) 787 2004

**VW Claremont - Mastercars**

Fred Taff

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