**Stephen Sisco**

Franklin, TN 37069

615.424.0102

stephen.sisco@gmail.com

Business professional experienced in sourcing and managing projects in real estate, government affairs, international business development, and logistics with specialized training in assessments and upgrades to processes, procedures and workflow, seeking next opportunity.

# strengthS

Supervision | Team Building | Leadership | Written and Oral Communication | Quality Customer Service Budgeting | Performance Management | Staff Relations | Conflict Management | Departmental Liaison

Vendor Relations | Processes and Procedures | Project Management | Workload Prioritization

Quantitative & Qualitative Evaluation | Time Management | Opportunity Recognition & Development

# CAREER ACCOMPLISHMENTS

* Contributor to the continued growth and profitability of Fortune 500 company by maintaining the highest standards for account productivity, accuracy, communication organization, cooperation, customer service and safety.
* Successful sales and marketing representative meeting and exceeding quantitative goals, while establishing new relationships with creativity and credibility.
* Redeveloped vacant dilapidated building into a highly successful mixed-use residential/ retail property on Broadway in downtown Nashville.
* Developer in a successful startup in Franklin, TN.

# professional Experience

**United Parcel Service,** Nashville, TN **2015 – Present**

***Operations Supervisor***

* Oversee up to twenty-five package handlers daily.
* Responsible for training and developing workforce on safety, production and attendance.
* Provide innovative and effective leadership, cultivating strong working relationships with all levels of personnel.

**Servpro**, Nashville, TN **2012 – 2015**

***Director of Business Development***

* Increased growth by establishing first-time customers in new markets and involvement in professional associations.
* Exceeded assigned quotas for monthly revenue, daily marketing goals, weekly closing appointments, and social media goals.
* Developed sales initiative hosting/sponsoring quarterly continuing education courses for prospective clients in real estate and insurance.

**Sisco Group, LLC & Sisco Consulting, LLC**, Nashville, TN **2002 – 2012**

***Project Manager & Consultant***

* Assisted Sisco Consulting, LLC in various facets of its client relationships at the federal level with an emphasis on identifying contract and grant opportunities.
* Oversaw construction and redevelopment of a dilapidated building into a highly successful mixed-use residential/retail property.
* Developed the initial pro forma and financial projections for Nacho’s Restaurant in Franklin, TN.
* Assisted in leasing negotiations and initial startup of a second Nacho’s location in Nashville, TN.
* Used qualitative and quantitative methods to evaluate potential real estate and other business opportunities.

**Wastaway, LLC**, McMinnville, TN  **2010 – 2015**

***Business Development Director, Central America***

* Worked with The Bouldin Corporation to develop sales for Waste to Energy systems in Central America.

**The Lexington Group, LLC**, Lexington, AL  **2009 – 2010**

***Business Development Director***

* Consulted for national special effects company in expanding operations, identifying new revenue opportunities, and developing plan for market growth.

**New Leaf Construction, LLC**, Nashville, TN **2006 – 2009**

***Owner***

* Built company specializing in new construction and remodels.
* Responsible for day-to-day construction management through completion of projects.

**TN Dept. of Economic/Community Development**, Nashville, TN **2000 – 2001**

***Manufacturing Representative***

* Promoted job creation and retention in the manufacturing sector of Middle Tennessee.
* Served as state delegate on trade mission to develop trade with Nicaragua and Honduras.
* Spoke to civic organizations promoting economic development in Middle Tennessee.

**Dixon Springs Investment Company**, Nashville, TN **1998 – 2000**

***Regional Property Manager***

* Implemented several programs to improve the cash flow for owner and manager of nine properties consisting of 1300 apartment units in Tennessee and Georgia resulting in $5M increase in equity.
* Renegotiated group purchasing contracts with vendors resulting in significant cost savings to firm.
* Responsible for staff management and oversight on maintenance and capital improvement projects.

# Education, AFFiliations & certifications

# Bachelor of Liberal Arts

# University of Montana, Missoula, MT

# High School Graduate

# Montgomery Bell Academy, Nashville, TN

**Licensed Affiliate Real Estate Broker**, Tennessee