

IM A. SAMPLE IV

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OBJECTIVE: Position in market research or financial analysis where strong technical skills, mathematical/statistical background and problem solving abilities can be applied towards the successful achievement of business goals and objectives

PROFESSIONAL PROFILE

- Exceptionally well organized, resourceful and highly motivated with the ability to handle multiple projects and produce timely, high quality work.
- Strong analytical and human relations skills; especially effective in helping customers and associates resolve issues and concerns.

PROFESSIONAL SKILLS AND EXPERIENCE**Analysis and Problem Solving**

- Researched and developed a survey instrument, subsequently used to obtain information from customers regarding their satisfaction with products purchased.
- Compiled and analyzed statistical data to identify potential target markets for future sales and marketing efforts.
- Completed independent research project on the use of mathematical/statistical models as tools for solving various business problems.
- Conducted quality control inspections, analyzed results and developed action plans to address areas of concern.

Communications and Customer Relations

- Received Customer Service Satisfaction Award for high quality of services provided to both vendors and customers.
- Handled customer inquiries and sales; effectively represented company to vendors and prospective customers, resulting in a 15% increase in sales in just six months.
- Provided orientation, training and guidance to new employees.

EDUCATION

Bachelor of Science, Bellevue University, Bellevue, NE (June, 20xx)

Major: Computer Information Systems in Business

Minor: Mathematics

Graduated summa cum laude

GPA: 3.98/4.00

TECHNICAL SKILLS

- Java, PERL, ASP, PHP Scripting, Relational Databases, SQL
- Inferential Statistics, Data Analysis, Calculus & Mathematical Analysis, SPSS

WORK EXPERIENCE

Intern-Market Research, Mutual of Omaha, Omaha, NE (Fall Semester, 20xx)

Sales Associate & Machinist Assistant, Precision Tool, Omaha, NE (20xx to present)