

**Jason T. Kim**

Portland, OR | jason.kim@email.com | (503) 555-1726

---

**Professional Summary**

Enthusiastic entry-level inside sales rep with 2 years of experience supporting a B2B sales team. Experienced in lead research, CRM data entry, and basic outbound calling. Looking to develop expertise in remote B2C sales.

---

**Core Competencies**

- Lead Generation
  - CRM Data Entry
  - Cold Calling (Basic)
  - Appointment Scheduling
  - Administrative Support
  - Pipeline Updates
  - Customer Follow-Up
  - Team Collaboration
- 

**Professional Experience****Inside Sales Assistant**

Metro Logistics Solutions | Portland, OR | Sep 2022 – Present

- Researched and qualified leads for senior sales staff
- Made 10–15 basic outbound calls per week to confirm appointments
- Entered sales data and notes into Salesforce

**Sales Intern**

Northwest Supply Co. | Portland, OR | Jun 2021 – Aug 2022

- Supported CRM cleanup and mass email campaigns
  - Scheduled customer demos and maintained records
-

## Education

B.A. Economics, Portland State University

---

## Technical Skills

Salesforce | MS Office

---

## Languages

English (native), Korean (conversational)