

# Vitaliy Baryshnikov

## **INTERNSHIP**

New York, NY

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845 -300- 6532

Authorized to work in the US for any employer

## Work Experience

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### **INTERNSHIP**

PSE AUDIO-VISUAL - Brooklyn, NY

December 2018 to March 2019

- \* Web site creation and products analysis.
- \* Maintained data and inventory, created working spreadsheets.
- \* Coordinated with vendors and contractors.
- \* Site visits, clients meeting and assisted in creating client's proposal and budget.

### **MANAGER**

NURTAZIN MOTORS - Brooklyn, NY

October 2014 to July 2017

- \* Managed sales cycle, consistently identified new sales and marketing opportunities.
- \* Led, trained, and evaluated marketing and sales team of 5 staff, ensuring that individual and team targets were met and surpassed.
- \* Managed and led direct sales operations, drove customer retention and repeat business.
- \* Improved business online visibility, attracted new clients, and turned leads into actual customers.
- \* Directed international logistics, liaised between dealers and international customers, scheduled and accepted deliveries.
- \* Prepared and maintained budgets, compiled sales reports and analytics.

### **ANCHOR REAL ESTATE**

Prospected - Brooklyn, NY

May 2013 to May 2014

#### **REAL ESTATE AGENT**

- \* Prospected for new clients, generated leads, and closed a high volume of sales and renting of apartments and houses.
- \* Performed competitive and market trend analysis and developed proposals based on the identified trends and insights.
- \* Promoted property sales through advertisements, open houses, and multiple listing services.
- \* Prepared representation contracts, purchase agreements, closing statements, deeds and leases, directed signing of documents and disbursement of funds.

### **REAL ESTATE AGENT**

TALK OF THE TOWN REALTY - Brooklyn, NY

February 2012 to April 2013

- \* Promoted and executed sales and renting of apartments and houses across the territory.
- \* Generated leads and grew them into actual customers by preparing individualized offers and following up with the clients, ensuring that all their needs are met.
- \* Prepared buying and renting paperwork, advised clients on the requirements and procedures.

## Education

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### **Bachelor in Digital Marketing**

Bernard M. Baruch College - New York, NY

2018

### **Associates in Business Administration**

Kingsborough Community College

2016

### **certificate**

New York Real Estate Institute NYS RE

2012

## Skills

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Marketing, Microsoft Office, Social Media Marketing, Microsoft Excel, SEO