

1135 Fitzpatrick Rd.
Nashville, Tennessee 37214
501-952-5467
Smrichter2004@yahoo.com

Objective:

Gerdau, Nashville, Tennessee

March 2015 to Present

Forming Sales Duties:

- Developing and executing a sales plan in the territory to meet/exceed sales goals
- Work alongside engineers to ensure specifications are met on projects
- Read Construction Blueprints and perform material takeoffs
- Manage Inventory, Purchasing, Credits and Purchase orders
- Maintaining and growing customer base.
- Selling industrial and construction supplies business to business
- Have extensive product knowledge

Gerdau, Little Rock, Arkansas

July 2010 to 2015

Inside Sales Duties:

- Manages Inventory, Purchasing, Credits and Purchase orders
- Answer technical questions regarding SAP or Microsoft Office
- Schedule all deliveries and returns
- Service all walk in customers and insures proper and safe use of products
- Call on established customers and offer price quotes
- Prepare exception reports and in-plant service reports
- Handle day to day sales calls with extensive product knowledge

Rental Coordinator/Sales Duties:

- Handled day to day rental sales with extensive product knowledge
- Inventory management
- Detailed Symons form drawings and material takeoffs
- Rental billing and invoicing
- Answered all technical questions regarding forming and shoring systems
- Coordinated with warehouse on rental deliveries and returns
- Visited construction job sites to meet with potential buyers

Skills Training and Professional Certifications

- Safety Multiplier – I plan and present internal monthly safety meetings, as well as safety training for outside contractors
- 5S Coordinator – I coordinate monthly location audits for the organization
- SAP Multiplier - I assisted in the development of SAP to fit our line of sales and rental.
 - I was responsible for SAP employee training in the Midwest and helped 4 locations implement SAP.
 - I handled all SAP questions and issues regarding sales and rental for the Midwest.
- Incident Response Coordinator Training
- Completion of OSHA Training, 30 hours
- 2017 Specmasters Certificate of achievement
- Symons by Dayton Superior Handset Systems Certification

Superior Concrete, Inc. North Little Rock, Arkansas

2004 to 2010

Carpenter/Laborer Duties:

- Read construction blueprints
- Rod Buster
- Poured and finished concrete
- General laborer

Outdoor Superstore, Jacksonville, Arkansas

2003 to 2004

- Shipping and Receiving
- Cashier

Education

University of Arkansas at Little Rock, Graduated 2010

Bachelor of Science in Construction Management

References Furnished Upon Request