

Name + Surname

Address
Telephone
Mobile
E-mail

Profile

- An exceptional sales professional and negotiator with a proven track record of increasing sales and profits.
- Tenacious, motivated and energetic, with a strong ability to provide practical and strategic solutions to problem areas.
- Enjoys the challenge of competition, motivated by the buzz of clinching sales deals, particularly with high powered and blue chip corporations.
- Possesses excellent motivational experience and is able to extract the best from teams and individuals alike.
- Adept at steering team members towards achieving set targets whilst accomplishing personal and departmental goals.
- Enjoys a high capacity to learn new skills whilst objectively seeking new challenges, responsibilities and ways to develop her skills and experience.

Achievements

- Produced new business in excess of £2.5m in the first quarter of 2009.
- Has consistently achieved and exceeded personal and team targets by 113%.
- Developed and built supplier relationships with many new customers, most notably XYZ Company, the MOD and governmental bodies and top tier universities in selling XYZ Brand hardware with sales exceeding £750k in only a matter of weeks of establishing the relationship.
- Building new and diverse client bases and maintaining relationships to ensure maximum repeat business.

Career History

Company Name + web address

2008 – Present

Leading European independent provider of IT infrastructure services, helping customers maximise the value of IT by advising on IT strategy, deploying and integrating appropriate technologies, and managing elements of customers' infrastructures.

Business Development Executive and Account Manager

- Responsible for developing and managing an existing client database with well known names, such as: give examples.
- Works to successfully achieve sales targets and key performance indicators.
- Follows up on all sales leads.
- Identifies and develops new and existing lead sources and revenue streams.
- Maintains excellent relationships with colleagues and other sales groups, exchanging information on clients to maximise sales opportunities.
- Develops and implements workable strategies to develop new business ideas and plans.
- Maintains accurate records of all client contact.
- Manages regular analyses of sales and productivity, maintaining a healthy pipeline and involving senior staff with productivity levels.
- Responsible for the bid process, converting bids into solid sales contracts by continuing to build and develop client relationships.
- Sources hardware and negotiates best prices.

Company Name + web address

2006 – 2008

A leading national provider of hardware, software, services and support for all business sectors, providing solutions to meet the requirements of businesses large and small.

Sales Executive

- Managed, built, developed and maintained corporate client accounts, which included: give examples.
- Used strong negotiation and customer service skills secure and develop client accounts.
- Maximised sales and profit margins by researching and identifying opportunities for products and services.

- Developed new and existing corporate accounts.

Company Name + web address

2005 – 2006

Providers of managed network solutions for business start-ups, small medium and large sized businesses.

Sales Executive

- Part of a cohesive and fast-paced team promoting the sale of IT solutions and services to a variety of small and medium sized businesses.
- Developed a new customer database and maximised every opportunity to up sell, reach set targets and increase profits.
- Maintained and built upon existing relationships, understanding clients’ requirements and budget constraints a business to business sales environment.
- Liaison with suppliers and clients, ordered equipment and ensured smooth delivery processes.

Company Name + web address

2003 – 2005

Parent company to electronic suppliers Group/Company name

Promoted to Business Account Manager 2004 - 2005

- Working and developing clients in the store, over the phone and face to face reaching and exceeding set sales targets.
- Liaison and negotiation with businesses from small to large corporate clients promoting IT business services.
- Ensured that store areas were correctly merchandised, filled and priced for maximum ‘pick-up’ sales.
- Assisted with any aspect of the operation of the store including dealing with the general public and managing the shop floor.

Sales Consultant - 2003 – 2004

- Offered the highest levels of customer service on the branch shop floor, dealing with all customers, both business and generally, resolving any queries and issues.
- Regularly achieved personal and team targets.
- Managed in-store merchandising and made sure all new technology was correctly displayed.

Professional Training and Education

School/College Name

1995 - 1997

A’ levels in English and History

School/College Name

1990 - 1995

GCSE’s in 8 subjects, including: English and Mathematics

Other Details

IT Skills

Proficient in the use of MS Office including Word, Excel, Power Point, Access, Outlook and Outlook Express. Skilled in data-base management and storage, various email software packages and the Internet.

Drivers’ License

Full, clean British license and car owner.

Interests

Interested in people, society and cultures, going to the gym, dancing and foreign travel.

References

Available upon request.