

# ROBERT SMITH

## Sr. Marketer

Phone: (0123)-456-789 | Email: info@website.com | Website:Website.com

### SUMMARY

An attentive self-motivator and team player, able to work with ease in a fast paced environment, whilst meeting deadlines. Excellent verbal, listening and written communication skills. Comfortable in interaction with all levels of organization and public. Able to independently problem solve accurately and efficiently, enjoys learning new skills and processes.

### CORE COMPETENCIES

Caregiver, Customer Service.

### PROFESSIONAL EXPERIENCE

#### Sr. Marketer

ABC Corporation - 2013 – 2014

##### Key Deliverables:

- Deliver prepared sales talks, reading from scripts that describe products or services, in order to persuade potential customers to purchase a product or service or to make a donation.
- Contact businesses or private individuals by telephone in order to solicit sales for goods or services, or to request donations for charitable causes.
- Explain products or services and prices, and answer questions from customers.
- Obtain customer information such as name, address, and payment method, and enter orders into computers.
- Record names, addresses, purchases, and reactions of prospects contacted.
- Obtain names and telephone numbers of potential customers from sources such as telephone directories, magazine reply cards, and lists purchased from other organizations.
- Adjust sales scripts to better target the needs and interests of specific individuals.

#### Marketer

ABC Corporation - 2008 – 2013

##### Key Deliverables:

- Sell and promote the agency services in the community.
- Knowledgeable in the agency rules and regulations Knowledgeable of all bill rates Propose services and institute contractual agreements with clients.
- Maintain an up-to-date competitive file Build sales within assigned area according to goals.
- Pre-plan weekly sales activities.
- Maintain written documentation relating to all sales activity.
- Complete Sales Activity Report weekly.
- Protect all company records and property..

### EDUCATION

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- High school or equivalent - (Linkville Acadamey - Klamath Falls, OR)
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