

# John Smith

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**Objective:** Interested in the position of Cell phone sales representative with a leading Cell Phone/Mobile Phone store, where I can put to use my marketing & customer service skills to practice.

## Key Skills:

- Effective sales skills
- Target oriented, able to achieve sales targets and goals.
- Energetic and committed - Win-win attitude
- In-depth knowledge of the cell phone market.
- Technical knowledge about cell phone usage.
- Great customer service & communication skills.
- Flexible for working long hours

## Experience:

### GPL Cell Phone Store

**New York**

Cell Phone Sales Representative

3/3/2009 to Present

- Sold cellphones, cell phone accessories to customers who visited the dealership.
- Conferred with dealer and reviewed sales records to determine procurement of cell phones and cell phone accessories.
- Advised customers about the new models and assisted the customer in determining which cell phone is suitable to their needs.
- Trained new joiner sales representatives.
- Quoted prices and credit terms and prepared sales contracts for orders obtained.
- Estimated date of delivery to customer, based on knowledge of own firm's production and delivery schedules.
- Prepared reports of business transactions and kept expense accounts.

## Education:

### State University of New York

**New York**

Bachelors of Commerce

2009

### Sunnydale High School

**New York**

High School Diploma

2005

**References:** Available upon request