

Your Name
Your Street
Your City
Your Home Phone

Objective: An interesting position with a growing company

- Highlights:**
- Great negotiating skills & sales skills
 - Great customer service & communication skills.
 - Ability to gain customer confidence in the shortest span of time and build customer relations.
 - Ability to assess every different customers' needs.
 - Able to effectively meet sales goals

- Experience:** ABC Media Corp. New York
Media Sales Representative 3/3/2007 to Present
- Sold classified and display advertising space.
 - Prepared lists of prospects from leads and old accounts.
 - Obtained pertinent information concerning prospect's past and current advertising for use in sales presentations.
 - Visited advertisers to point out advantages of own publication.
 - Exhibited prepared layouts with mats and copies with headings.
 - Collected payments due.
 - Responsible for giving sales presentations and generating RFP for the client.
 - Responsible for providing clients with detailed presentations and proposals.
 - Participated in meetings and seminars with sales manager.
 - Assisted with creating a sales strategy.
 - Generating reports on sales and sales leads.
 - Responsible for maintaining accounts records for an online media project

Education: State University of New York New York
Bachelors Degree in Advertising 2007

References: Available upon request