

NAME

TITLE

000-000-0000 / EMAIL / CITY, STATE, ZIP

Profile

To obtain an Inside Sales Representative position in a dynamic organization where my sales expertise, customer service skills, and exceptional communication abilities can be utilized to increase revenue and exceed sales targets.

Experience

Inside Sales Representative - Valley Spring Company/ Location

2016-present

- Conducted outbound calls to potential customers to generate leads and promote the company's products and services.
- Collaborated with the sales team to ensure that customer inquiries were handled promptly and effectively.
- Negotiated prices, terms of sales, and service agreements.
- Developed and maintained strong customer relationships to ensure long-term customer loyalty and repeat business.
- Consistently exceeded monthly sales targets, with a track record of achieving 120% of sales quota.

Customer Service Representative - Valley Spring Corporation/ Location

2015-2016

- Provided excellent customer service and support to clients, resolving issues and answering inquiries in a timely manner.
- Conducted customer surveys to gather feedback and identify areas for improvement
- Assisted sales team with lead generation and prospecting.
- Collaborated with cross-functional teams to ensure customer satisfaction and retention.
- Participated in customer outreach and relationship building.

Project Experience

- Developed a sales plan that included specific targets and objectives to achieve. Researched the target market and developed a sales strategy that addressed the needs of the customers.

Education

Bachelor of Science in Business Administration - Valley Spring University

May 2015

- Sales Management, Business Communications, Consumer Behavior, Marketing Research

DEPARTMENT - SCHOOL

May 2009

- GPA: LIST
- AWARD
- AWARD

Skills

Expertise

- Proven experience in inside sales, with a track record of achieving and exceeding sales targets.
- Excellent verbal and written communication skills, and ability to effectively negotiate and close deals.
- Strong customer service skills and building and maintaining strong client relationships.
- Proficient in Salesforce and other CRM software.
- Strong organizational and time management skills.

Licenses & Accreditations

Licenses Licenses & Accreditations

- Certified Inside Sales Professional (CISP)
- Customer Service and Sales Certified Specialist