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| **Mo Phillips -** Sales Executivemophillips@gmail.com | Reading, UK | 07777 00000 |

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| **PROFESSIONAL PROFILE** |

I am a dedicated professional with extensive experience of working with people and dealing with vendors and customers. I am a highly effective communicator with good problem-solving skills. I am self-motivated and open to learning new skills.

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| **CORE SKILLS** |

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| * Selling
* Negotiation
* Presenting
* Account Management
 | * Business Development
* Exceeding Targets
* Upselling
* Lead Generation
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| **CAREER SUMMARY** |
| **Sales Executive**  |  | **June 2020 – Current** |
| ACME Co. Reading |  |  |
| Working as a B2B Sales Executive, providing SaaS software to enterprise customers.* Warm/cold-calling exercises using the company's database of potential partners and clients.
* Arranging site visits for external sales representatives to win new contracts.
* Pitching solutions to prospects about the features, quality and availability of different products.
* Advising customers of information relating to their purchase (e.g. warranties, care instructions).
* Performing research into the market, customer trends, and competition in the market.
* Negotiating levels of discount and agreeing delivery/completion expectations for won jobs.

Achieved a monthly average of 140% of target. |
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| **Retail Associate**  |  | **Feb 20218 – May 2020** |
| Berkshire Windows Inc.  |  |  |
| Working as a Retail Associate at Berkshire Windows in their showroom in Reading Berkshire.* Demonstrating products to customers in the showroom
* Answering queries
* Booking quotation visits
* Acting as an ambassador for the company
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