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| **Mo Phillips -** Sales Executive [mophillips@gmail.com](mailto:iammophillips@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 | | | | | | |