

# Richard Wondrow

## Award Winning Sales Manager/Sales Associate

Rochester, MN

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A sales and marketing professional who presents a polished image and interest at all times and has a proven track record of sales achievements and of successfully driving a business forward. I ensure profitability through the effective management of standards and by coordinating all aspects of staff performance. By possessing a positive approach and supporting new initiatives I'm not only able to get the most out of my subordinates and clients but I also regularly achieve set sales targets. I am now looking for a suitable sales and or sales managerial position with in an ambitious and exciting company.

Authorized to work in the US for any employer

### WORK EXPERIENCE

#### **Specialty Customer Sales, Retention & Technical Service**

FHB Inc./Apollo Air - Rochester, MN - 2013 to Present

##### Responsibilities

Responsible for management of existing client base in regard to service, parts and equipment upgrade needs within the Apollo distribution territory along with company development and achieving agreed targets for both sales and other services. This includes but is not limited to traveling extensively to meet customers to coach on products use and maintenance, following up and supporting any new business operations, maintaining accurate claim history on an electronic basis, undertaking any reasonable management request.

##### Accomplishments

I have received multiple annual and monthly awards from the manufacturer due to my personal performance.

##### Skills Used

Personal recruitment, target setting, category management, leadership skills, supply chain issues, effective planning, bid management, business development, maximizing sales, customer service, minimizing cost, IT skills, analytic skills, merchandising skills, competitive, customer engaged, resilience, commitment, leading by example, self-discipline, articulate, Communicative skills.

#### **Sales Manager/General Manager**

FHB Inc./Apollo Air - Rochester, MN - 2009 to 2013

##### Responsibilities

Responsible for the management of several sales associates and marketing staff along with administrative assistance that work directly with new and previous customers on a daily basis along with company development and achieving agreed-upon monthly and annual sales targets. This includes producing and presenting information for daily sales meetings, presenting the company as a credible and professional supplier of products and services, implementing structure and order into the business operations, answering incoming calls promptly and professionally.

##### Skills Used

Personal recruitment, target setting, category management, leadership skills, effective planning, bid management, process drivers, business development, maximizing sales, customer service, minimizing cost,

IT skills, analytic skills, merchandising skills, competitive, customer engaged, resilient, committed, leading by example, self disciplined, articulate, communicative skills.

### **President of Sales**

RLConcepts Equipment & Distribution - Rochester, MN - 2006 to 2009

#### Responsibilities

Responsible for the sales and sales management for the continental United States, Canada and Mexico along with maintaining positive relationships with company partners, manufacturers, and dealers within. This includes providing customer specific proposals, ROI's and invoices, attending all customer and manufacturer meetings and presentations, traveling extensively to meet with customers and suppliers in the field, following up and supporting any new business with clients, using advanced CRM systems to manage sales and Marketing campaigns, maintaining accurate client history on electronic and mobile data bases.

#### Skills Used

Personal recruitment, target setting, category management, commercial acumen, leadership skills, supply chain issues, effective planning, bid management, process drivers, Business development, maximizing sales, customer service, IT skills, analytic skills, merchandising skills, competitive, customer engaged, resilient, committed, leading by example, self disciplined, articulate, Communication skills.

### **Regional Sales Manager**

Excel Manufacturing - 2004 to 2006

## EDUCATION

### **Associates of Arts**

Rochester Community & Technical College

## SKILLS

Microsoft Office, Microsoft Word, Microsoft Excel, Microsoft Outlook, Microsoft Powerpoint, CRM Software, Fax Machines, Multi-Line Phone System, Quickbooks