

Donald Delisa

Frederick, CO

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WORK EXPERIENCE

Route Salesman

Pugs Inc - Castle Rock, CO - June 2013 to July 2014

Responsibilities

Provided route sales coverage for open sales routes across the USA. Ordered stock to be shipped for each sales route covered. Stocked customer inventory and ordered additional product to be shipped to each store. Booked rental vehicles and hotels daily. Kept track of all inventory.

Accomplishments

Installed company displays across the USA. Maintained and BUILT customer relations with store managers. Provided assistance in creating new accounts and introducing new product into stores.

Skills Used

Customer relations

Computer skills

Organizational skills

Purchasing

Stocking

Repair Analyst Real Estate

K.O. Realty - Westminster, CO - January 2010 to March 2013

Responsibilities

Analyzed all repairs for bank owned real estate properties. Hired all types of contractors for repairs. Approved or rejected contractor quotes. Inspected all repairs performed to bank owned homes. Sent approved quotes and repair invoices to banks for payment. Assisted in selling bank owned properties.

Accomplishments

Organized office systems and the ability to manage over 70 bank owned properties at one time. Assisted in training new employees to manage properties and contractors. Attended and completed Real Estate school. Received Real Estate License.

Skills Used

Organizational skills

Management Skills

Sales

Customer relations

Supervising

Department management

Human Resources