

OBJECTIVE

I yearn to make a career in Denver, CO and become part of an efficient, high-energy environment that is dedicated to business development and business efficiency.

SUMMARY OF QUALIFICATIONS

I am a results driven professional experienced in the initiation, controlling, and execution of safety compliance, marketing, business development, management, and customer relations. I am a dynamic leader, organizer, motivator and team builder with outstanding communication and interpersonal skills. All of which help me to possess the self-motivation and intellect necessary to excel in a fast-pace, challenging and a multi-tasking environment.

WORK EXPERIENCE

Results Unlimited

Minot, ND

Business Development Executive

January 2013 - Present

- Design, implement, and facilitate annual marketing plans for various companies
- Develop marketing strategy based on knowledge of establishment policy, nature of market, copyright and royalty requirements, cost and markup factors.
- Selling products by establishing contact and developing relationships with prospects; recommending solutions.
- Maintains relationships with clients by providing support, information, and guidance; researching and recommending new opportunities; recommending profit and service improvements.
- Identify business opportunities by identifying prospects and evaluating their position in the industry; researching and analyzing sales options.
- Increased sales revenue consecutively for one year by 20%.
- Meet and often exceed sales goal for 2014 set by sales manager to meet yearly goal of \$275,000.

Crude City Construction

Minot, ND

Compliance Planner

October 2011 – July 2012

- License/DOT regulations
- Custom/border interface
- Expediter
- Purchasing/materials management
- On site project management
- Maintenance planner/coordinator

ROBERT DOBSON

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Minot Daily News

Minot, ND

District Sales Manager

October 2007 – October 2011

- Handle the southeast and northeast district
- Contract and terminate carriers
- Provide customer service
- Maintain a rapport with carriers
- Sales

LISCENSURE & CERTIFICATES

Colorado Department of Regulatory Agencies, Division of Insurance

Colorado Life Insurance License **2015-2017**

Colorado Accident and Health Insurance License **2015-2017**

EDUCATION

Minot State University 2001-2008

Minot, ND

Studied Business Management and Marketing

Williston State College 2000-2001

Williston, ND

General Studies

Basketball Scholarship Award

SOFTWARE SKILLS

- Microsoft Word 2012
- Microsoft Works
- Microsoft Power Point
- Microsoft Excel
- *Street Smarts*, Citrix Computer System

HARDWARE SKILLS

- PC and Mac Computers
- Copy Machines
- Scanners
- Printer

MISCELLANEOUS SKILLS

- Oilfield/Energy Knowledge
- Safety Compliance
- Teambuilding/Supervision
- Policy/Procedure Manuals
- Report/Documentation
- Safety Compliance
- Teambuilding/Supervision
- Client Relations

VOLUNTEER WORK

- Coach for Minot High Coke Hoop Camp
- Referee for adults & children basketball

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REFERENCES

PROFESSIONAL

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BUSINESS/CLIENTS

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