

# Robert Sutton

## **Graphic designer**

Fort Collins, CO

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Although i have no degree. I do have the necessary skills to make business card's, poster's, web site's, and take photograph's. I also have extensive sales experience and customer service experience. Message me for my portfolio.

Authorized to work in the US for any employer

## Work Experience

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### **Sales Agent**

Qualfon - Fort Collins, CO

July 2019 to Present

Inbound sales of siriusxm

### **Material Handler**

Otterbox

June 2020 to September 2020

I picked items to be sent out to the customers.

### **Telemarketing Sales Representative**

Vector Marketing - Colorado Springs, CO

April 2013 to August 2013

My duties as a telemarketing sales Rep. were cold calling, phone sales, and general call center cleaning.

### **Telemarketer/Customer Service**

Luce Research - Colorado Springs, CO

January 2012 to July 2012

Telemarketing

### **Sales Representative**

Kirby - Colorado Springs, CO

March 2011 to September 2011

Door to door sales.

## Education

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### **High school or equivalent in GED**

Century high school - Pueblo, CO

June 2015 to June 2016

## Skills

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- Telemarketing (3 years)
- Customer Service (3 years)
- Call Center (3 years)
- Sales Experience (3 years)
- Adobe Photoshop (2 years)
- Adobe Illustrator (2 years)
- Web Design (2 years)
- Graphic Design (2 years)
- Adobe Illustrator (2 years)
- Adobe InDesign (2 years)
- Adobe Photoshop
- Photography (1 year)
- Web Design
- Sales (3 years)
- Typing (3 years)
- Door-to-Door Experience
- Inside Sales
- Outside Sales
- Branding
- Illustration
- Event planning
- Adobe Dreamweaver

## Awards

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### **Web design**

April 2019

I have my certificate for web design at a college level.

### **Customer service**

April 2018

College level customer service certificate.

### **Entrepreneurship**

April 2020

Collegel level small business management.

## Certifications and Licenses

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### **Customer service**

2016 to Present

I took a College level Customer service course through Pueblo Community College

### **Graphic Design**

July 2017 to Present

This course went over Photoshop, Illustrator, Web Design, Photography, and Animations at a college level

### **Entrepreneurial**

July 2017 to Present

During this course we went over Small business management and the laws of business management.

## Assessments

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### **Warehouse associate — Highly Proficient**

January 2021

Assesses the tendencies that are important for success in warehouse roles.

Full results: [Highly Proficient](#)

### **Sales skills — Highly Proficient**

March 2021

Influencing and negotiating with customers

Full results: [Highly Proficient](#)

### **Retail customer service — Highly Proficient**

June 2020

Comprehending and responding to retail customer needs.

Full results: [Highly Proficient](#)

### **Inside sales — Proficient**

January 2021

Understanding and responding appropriately in sales scenarios, and performing common sales calculations

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.