

Stephen Hall

Colorado Springs, CO 80911

akadjred@yahoo.com

+1 325 245 3944

Work Experience

Overnight Stocker

Walmart-Fountain, CO

October 2023 to Present

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Counter Sales

Blazer Electric Supply-Colorado Springs, CO

July 2020 to October 2022

- Communicating with customers
- Making outbound calls to potential customers
- Developing new leads
- Creating and maintaining customer database
- Understanding customer needs
- Explaining product features and benefits

Inside Sales Representative

Elliott Electric Supply-Abilene, TX

May 2010 to April 2020

- Communicating with customers
- Making outbound calls to potential customers
- Developing new leads
- Creating and maintaining customer database
- Understanding customer needs
- Explaining product features and benefits
- Closing sales and achieving quotas

Education

GED

First Coast Technical Institute - Saint Augustine, FL

January 2000 to January 2000

Skills

- Inside Sales
- Cold Calling
- Order Entry
- B2B Sales
- Telemarketing
- Upselling
- Negotiation
- Account Management
- Salesforce
- Outside Sales
- Purchasing
- POS
- Shift management
- Retail sales
- Customer service
- Sales
- Upselling
- Leadership
- Sales management
- Inside sales
- Telemarketing
- Outbound sales
- Outside sales
- Cold calling
- Pricing
- Account management
- Marketing
- Order entry
- Windows
- Negotiation
- B2B sales
- Social media management
- Project management
- Salesforce
- Typing
- Business development
- Driving
- Supply chain

- Purchasing
- Research
- Procurement
- Google Suite
- Cash register
- Manufacturing
- Supervising experience
- Digital marketing
- Data collection
- Cash handling
- Microsoft Outlook
- Product demos
- Forklift
- Documentation review
- Writing skills
- Basic math
- 10 key typing
- Organizational skills
- Computer skills
- Guest services
- Microsoft Word
- Microsoft Excel
- Time management
- Microsoft Powerpoint
- Retail math
- Phone etiquette

Certifications and Licenses

Driver's License

July 2020 to March 2025

Assessments

Retail customer service — Proficient

February 2024

Responding to customer situations in a retail setting

Full results: [Proficient](#)

Work style: Conscientiousness — Proficient

October 2023

Tendency to be well-organized, rule-abiding, and hard-working
Full results: [Proficient](#)

Front desk agent (hotel) — Proficient

May 2024

Selecting hotel rooms based on verbal requests and identifying errors in hotel data
Full results: [Proficient](#)

Basic computer skills — Proficient

May 2023

Performing basic computer operations and troubleshooting common problems
Full results: [Proficient](#)

Customer focus & orientation — Proficient

January 2024

Responding to customer situations with sensitivity
Full results: [Proficient](#)

Retail customer service — Proficient

October 2023

Responding to customer situations in a retail setting
Full results: [Proficient](#)

Work motivation — Proficient

May 2024

Level of motivation and discipline applied toward work
Full results: [Proficient](#)

Call center customer service — Proficient

May 2023

Demonstrating customer service skills in a call center setting
Full results: [Proficient](#)

Administrative assistant/receptionist — Proficient

July 2023

Using basic scheduling and organizational skills in an office setting
Full results: [Proficient](#)

Outside sales — Proficient

December 2022

Understanding and responding appropriately in sales scenarios, and performing common sales calculations
Full results: [Proficient](#)

Sales skills — Proficient

November 2022

Influencing and negotiating with customers
Full results: [Proficient](#)

Retail customer service — Proficient

June 2023

Responding to customer situations in a retail setting

Full results: [Proficient](#)

Management & leadership skills: Impact & influence — Proficient

January 2024

Choosing the most effective strategy to inspire and influence others to meet business objectives

Full results: [Proficient](#)

Office manager — Proficient

June 2024

Scheduling and budgeting

Full results: [Proficient](#)

Delivery driver — Proficient

June 2023

Interpreting instructions or signs and solving problems

Full results: [Proficient](#)

Work style: Reliability — Proficient

June 2023

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Proficient](#)

Customer service — Proficient

May 2024

Identifying and resolving common customer issues

Full results: [Proficient](#)

Medical receptionist skills — Proficient

May 2023

Managing physician schedules and maintaining accurate patient records

Full results: [Proficient](#)

Attention to detail — Proficient

May 2024

Identifying differences in materials, following instructions, and detecting details among distracting information

Full results: [Proficient](#)

Scheduling — Proficient

May 2024

Cross-referencing agendas and itineraries to avoid scheduling conflicts

Full results: [Proficient](#)

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