

Stephen St James
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SUMMARY:

Outgoing, results-oriented sales professional. My professional experience as a high volume sales representative has helped me construct comprehensive knowledge in addition to my education in sales and meticulous work ethic. In my professional career my motivation, communication, and operation skills have proven to set precedence by receiving multiple awards and promotions. I would like to build upon the foundation I have obtained with my extensive education and network with the community. Armed with solid communication and interpersonal skills to establish and also maintain rapport with clients and staff.

PROFESSIONAL EXPERIENCE:

03/31/2017-11/12/18
Sales Representative

Conn's Home Plus

Provide face to face assistance to customers through the buying process to include merchandise selection, payment and finance options and pick up and delivering.

- Make telephone calls to existing and potential customers.
- Ability to assist with merchandising and store product set-up.
- Assist in maintaining the cleanliness of Conn's stores and customer carry-outs.

12/01/2014- 7-1-18
Vice President of Company

Swoop Me Now Executive Car Service

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- Promoted a positive environment for staff and work with our management to address any issues that are creating barriers to an optimal work environment for all staff
- Provided feedback, advice and back up as needed to other members of staff team to ensure all staff has support needed to effectively run accounts and promote positive work environment
- Attended and actively participate in staff meetings, offering ideas, insights and recommendations on our policies, staffing, client service, new business and other topics that ultimately impact the overall quality of the business
- Effectively managed all aspects of the business
- Consistently demonstrated ability to successfully move into problem-solving mode whenever challenges or concerns arise
- Worked well with and demonstrated respect at all levels and consistently contribute to a positive work environment for the entire staff
- assist in drafting new business proposals
- Expanded and/or renew existing accounts
- Developed and conducted trainings
- Successfully run multiple accounts simultaneously, including managing work plans, client expectations,
- Develop relationships with vendors or contractors that represent a variety of fields (media, policy, design, Web, etc.)
- Wrote strategic communication plans and campaign strategies that demonstrate our creative approach,
- Lead proposal process for new business opportunities for new business approach and development
- Consistently met internal and external deadlines
- Regularly update projections and manage work to meet or exceed projected revenue targets
- Manage project budgets to maintain high client satisfaction
- Found ways to save company money by improving/streamlining internal systems or procedures

EDUCATION:

2013-2014
Media Degree- Radio, Television, Social Media

Colorado Media School

Lakewood, CO

