

# MARKETING RÉSUMÉ

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1234 Racer Road | Murray, KY 42071 | 270.123.1234 | marketing@murraystate.edu

## SUMMARY OF QUALIFICATIONS

Highly motivated professional with two years of sales experience  
Recognized interpersonal skills, comfortable cold calling as well as building/maintaining relationships  
Resourceful problem solver, continually assessing available resources and opportunities  
Organized and comfortable using various software systems for database development

## EDUCATION

**Murray State University;** Murray, KY | *Bachelor of Science in Business*; May 20XX  
Marketing Concentration (AACSB International Accredited)  
GPA: 3.8/4.0

## EXPERIENCE

**Pharmaceuticals, Inc.;** Mayfield, KY | *Sales Intern*, January 20XX – present  
Develop specific goals and plans to prioritize and organize customer needs in 10 counties (KY, TN & IN)  
Present product and service presentations to clients using PowerPoint and Prezi  
Establish 5 new accounts and maintained 15 current accounts  
Trained extensively on pharmaceutical products

**Glowing Light, Inc.;** Mayfield, KY | *Sales Representative*, May 20XX – Aug 20XX  
Communicated with new clients through cold calling to establish new accounts  
Developed and maintained cooperative relationships with current and new customers  
Met monthly sales goals regularly

**John's Grocery Store;** Murray, KY | *Cashier*, May 20XX – Aug 20XX  
Assessed inventory needs to maintain required inventory levels  
Awarded employee of the month, recognized for strong customer service

## KEY SKILLS

### Computer:

Proficient with Microsoft Word, Excel, and PowerPoint  
Familiar with Prezi and Microsoft Access

### Language

Communicate in *Spanish* in basic conversations  
Write basic communications in *Spanish*

### Communication

Lead organization of 50 and executive committee of five (5) to meet and exceed mutual goals  
Recruit members, educating on available programs and resources, exceeding goals  
Applicable coursework: Public speaking and technical writing

## LEADERSHIP

**Business Fraternity:** *President*, 20XX – present  
**Social Fraternity:** *Vice President of Membership*, 20XX – present  
**Office of Admissions:** *Student Recruiter*, 20xx – 20XX