

JEFFREY CLARK • BBA

123 Onward Crescent • Edmonton Alberta • A1B 2R5
Jeff.clark@newleaf.ca
604.555-1111

TOP PERFORMING SALES PROFESSIONAL Service • Business Development • Leadership

Top performing sales professional with a record of sales leadership using an education-based, soft-sales approach. Team player who coaches and mentors his colleagues to achieve team goals; acts as an ambassador, attracting quality talent to his employer's benefit; and who influences and inspires others with his optimism and vision.

- Strong presentation and sales skills developed in a 100% commission environment
- Energetic, driven, and productive — Type "A" personality who plans and achieves
- Business and financial acumen developed through studies and hands-on experience

Generated over \$1M in sales for three consecutive years - 2007-2009 and
Awarded **Top Volume Salesperson** for mid-Alberta 2007

Experience, skills, and leadership attributes include:

Retail experience	Proprietary computer system	Supportive of team efforts
Sales experience	Ordering system	Entrepreneurial
Business acumen	Sales presentations	Decisive and confident
Financial acumen	Delivering training	Influential communicator
Management/supervision	General ledger/accounting	Personable and compelling

.....

PROFESSIONAL EXPERIENCE

entire career has been built on entrepreneurial spirit, exemplified by 100% commission roles

Sales Consultant / Self-employed, Alberta 2008-current
Subcontracting to Westerns Heating and Cooling, recognized for customer service excellence with awards from Lennox, York. Provide HVAC sales to mainly property owners (homeowners and commercial).

Gross sales: 2009: \$1.2M | 2008: \$1.0M

Recruited into position by a former colleague from Assured Building Comfort. Work alongside 5 sales staff; cover mid-Alberta territory.

- Quickly learned a new product line, and, with a subsequent change in product, quickly learned a second product line. Attend regular tech sessions with installers to ensure thorough product knowledge. Created new presentation materials to support my sales strategy.
- Maintain position within top 3 of volume sales, and generate over 20% of sales from referrals and repeat business. Use perceptive problem solving, communication and people skills to facilitate sales.
- Deliver in-home presentations in which I de-mystify technical aspects of equipment with a focus on educating clients. With honesty and integrity help clients to choose our services.
- Exercise a good eye for talent: recruited 3 staff (previous colleagues); one progressed from sales to Sales Manager within 6 months of hire; another is in the running for the next Sales Manager; third is one of the company's top sales consultants.

➤ please proceed to page 2 ➤

Sales Consultant • Assured Building Comfort, Town, Alberta 2006-2008

Overcame company's objections when first hired (I became the first hire under 30 years of age. Based on my performance, the company began to hire according to my profile: new graduate, consultative approach).

- Introduced a new sales approach to company's established method. Created a sales presentation that used an educational model, generated unprecedented sales, quickly gained company's confidence.
- Requested, by Sales Manager, to share my sales method within 3 months of hire. Delivered training to 6 sales staff, and eventually to mid-Alberta sales staff at company's regional meetings. Overcame seasoned sales staffs' objections and answered their questions with influence.
- Contributed to a team effort to upgrade the company's call centre scripts that improved the quality of leads; and to the red-design of installation forms that saved time and improved service.
- With sales department developed a new program that increased revenue. Instructed others on how to present the program's benefits. Our office exceeded corporate expectations for the program's success.
- **Achieved Top Sales** position within 8 months of hire; maintained position 10 out of 12 months, 2008.
- **Instrumental in branch's rise to one of the top producers**, from its previous position as one of lowest producers in mid-Alberta, even against larger offices' productivity.

Sales Consultant • Auto Dealership, Town, Alberta 2006

Attained my Alberta Motor Vehicle Industry Certificate.

Sales and Area Manager • Spiffy Image Painters, Town, Alberta 2004-2005

Conducted all sales activities; oversaw five crews serving 90% residential, 10% commercial/industrial clients.

- Developed and presented contracts in territory.
- Hired and managed paint staff, as well as scheduled their work assignments.

Office and Operations Manager • Working Student Painting, Town, Alberta 2003-2004

Worked my way through university studies with self employment. Ran the business; conducted prospecting, sales calls, accounts payable, general ledger, and hiring, training and supervising of new hires.

- Supervised six student painters and four sales and marketing staff.

.....

MAJOR FRANCHISE CONNECTIONS

Worked in my family's five stores in four locations; worked for two dealers while in University. Experienced in all departments, including promotions and cash; filled role of Acting Manager.

.....

PERSONAL ACHIEVEMENTS

Current National Level (sport category here) | Regional and Provincial Champion

2003 Civic Award Recipient | City of Alberta

2003 "XYZ Award" Recipient | Alberta Olympic Club

2001 Canada Games Gold Medalist

2001 Canadian Jr. Nationals, Bronze Medalist

.....

EDUCATION

Bachelor of Business Administration • University Name 2004

Concentration in Sales, Marketing, and Economics