

CLIENT NAME

Address * Phone Number * Email Address * LinkedIn Page

MARKETING SPECIALIST

MARKETING COORDINATOR / MARKETING RESEARCH

Motivated achiever with comprehensive experience in marketing, project management, sales, relationship development. Proven track record in surpassing sales goals, managing multiple projects simultaneously while under tight deadlines, and creating innovative marketing and advertising campaigns to meet or exceed organizational goals.

CAREER HIGHLIGHTS & ACHIEVEMENTS

- **Motivated** to learn the Marketing industry from the ground up in order to successfully assist a business with sales and revenue goals via marketing, advertising, and communications channels.
 - **Comprehensive** experience managing multiple projects within deadlines and surpassing goals while delivering outstanding customer service.
 - **Consistently** exceeded weekly sales quotas at Sears by 30% to 40%.
 - **Increased** monthly revenue by 10% through responsible cashiering and utilization of successful sales techniques.
 - **Solved** a pricing identification issue by creating and implementing a program to display stickers with extended warranty pricing near the product to reduce pricing inaccuracy and customer wait time.
 - **Developed** a variety of Marketing and Advertising projects as part of coursework to prepare for a successful career in Marketing including: an advertising campaign to attract new clients for Pollack Shores Real Estate Group, creating and managing a Facebook and Twitter account for Pollack Shores Real Estate Group that had 150 LIKES on Facebook and 40 followers on Twitter by the end of the semester, and a consumer behavior study which utilized interviewing, writing, PowerPoint, and presentation skills.
 - **Recipient** of “Dome Bucks” as recognition from employer for consistent excellent customer service.
 - **Multilingual** with fluency in English and Serbo-Croatian, and a working knowledge of French.
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PROFESSIONAL EXPERIENCE

2013 - Present **Premium Suites Supervisor**, Restaurant Company Name, Atlanta, GA

- Direct a staff of 40, set exceptional customer service standards, and schedule daily work activities to reduce downtime and maximize productivity.
- Communicate and maintain standard operating procedures to ensure a safe workplace.
- Resolve billing discrepancies in a timely manner.
- Update the computer system weekly with new pricing and meal information.
- Conduct inventory weekly and monthly to reduce food and equipment loss.

2010 - 2013 **Electronics Sales Consultant**, Retail Chain Name, Atlanta, GA

- Sold customized electronic merchandise to individual and commercial accounts.
- Educated customers regarding the benefits of new to market technology.
- Resolved product and customer issues in a timely manner, delivering excellent customer service.
- Increased monthly revenue by 10% through responsible cashiering and utilization of successful sales techniques.
- Consistently met monthly warranty quotas and weekly sales in excess of \$5,000.
- Created and implemented a program to display stickers with extended warranty pricing near the product to reduce pricing inaccuracy and customer wait time.
- Kept accurate inventory and ordered additional product when needed.

EDUCATION **BBA, Marketing**, Georgia State University, Atlanta, GA, 2013, GPA: 3.53