

Name

15 Twin Drive • City, ST 00000
(800) 867-5309 • email@gmail.com

FINANCIAL SALES & MARKETING MANAGER

Results-oriented sales and marketing professional with nearly 15 years of experience growing revenue and expanding market share by fostering business development initiatives and building client relationships. Adept at analyzing customer needs, assessing risk, and leading, closing, and maintaining relationship-based sales efforts. Recognized ability for training personnel, adapting quickly to volatile marketplaces, and solving problems. *Additional areas of expertise include:*

Sales • Marketing • Business Development • Operations Management • Revenue Building
Consumer Lending • Risk Management • Needs Assessment • Process Improvements • Presentations
Relationship Building • Customer Satisfaction • Problem Solving • Training • Leadership

PROFESSIONAL EXPERIENCE

COMPANY., City, ST • 2008–Present
Mortgage funding company.

Senior Loan Officer

Source, negotiate, and expedite loans, aligning each customer with the appropriate loan program by assessing their needs and minimizing risk. Assist clients in loan lifecycle, from pre-approval to loan closure. Manage a portfolio of new and existing clients through self-promotion, marketing, and follow-up.

- Developed and executed mortgage seminars and phone broadcasting messages to attract potential customers.
- Ranked No. 1 among loan officers.

COMPANY ASSOCIATES INC., City, ST • 2002–2008
Full-service mortgage brokerage firm.

Vice President

Structured deals and helped run daily operations. Collaborated with banks to gather requirements, eliminate roadblocks to closing loans, and negotiate with underwriters. Managed a portfolio of new and existing clients to close deals. Trained new employees.

- Opened new business channels by cultivating a referral base of Realtors, attorneys, and accountants.
- Co-hosted a mortgage talk-radio show to educate the public and attract new business.
- Ranked as top producer among 40 agents company-wide.

MORTGAGE SERVICE INC., West City, ST • 2000–2002
Mortgage brokerage company.

Loan Officer

Managed personal portfolio of clients. Sold clients into risk-appropriate home loans.

Company INTERNATIONAL, City, ST • 1999–2001

Mechanical engineering company specializing in HVAC and plumbing systems for commercial properties.

CAD / Designer (2000–2001)

Designed site-appropriate HVAC and plumbing systems. Visited jobsites to assess existing conditions in advance of demolition. Interfaced with architects to fulfill site requirements.

- Set up computer network and programmed AutoCAD system with shortcuts and efficiencies to minimize drawing time.

COMPANY INTERNATIONAL – continued from previous page

Drafter (1999)

Transferred engineers' markups to blueprints.

RENT-A-CENTER, City, ST • 1998–1999

Nationwide chain of more than 3,000 stores, offering name-brand furniture, electronics, appliances, and computers through flexible rental purchase agreements.

Assistant Manager

Maintained store inventory and set driver schedules. Accompanied drivers on deliveries and repossessions as necessary. Elevated customer service and resolved customer complaints.

COMPANY, City, ST • 1995–1998

Provider of wholesale merchandise to retailers.

Owner / Operator

Procured wholesale merchandise and marketed and sold at retail to businesses and individuals. Built long-term relationships to foster future sales.

VETERANS AGENCY, City, ST • 1993–1996

Regional agency for facilitating the needs of veterans.

Assistant Veterans Agent

Facilitated the transportation needs of veterans to and from local hospitals and homes. Assisted in planning Veterans Day parades. Performed daily office operations.

U.S. ARMY, MA-ARNG, Transportation 88M • 1991–2003

Sergeant E-5, Squad Leader

Trained groups of soldiers and elevated personnel to Army standards.

- Completed Basic Noncommissioned Officer Course (BNCOC).
- Received numerous medals and distinctions, including an Achievement Medal, Army Reserve Components Achievement Medal, National Defense Service Medal, Armed Forces Reserve Medal and Mobilization, Army Service Ribbon, Expert Marksmanship Qualification Badge with Rifle Bar, and Driver and Mechanic Badge with Driver-W Bar.

EDUCATION

Salem State College, Salem, Massachusetts

Assabet Regional Vocational High School, Marlboro, Massachusetts

Certificate of Proficiency in Drafting / Auto-Cad; graduated with High Honors