

# Nicholas Powell

SALES EXECUTIVE



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## Languages

English

Italian

Spanish

German

## Hobbies

Reading Books

Listening Music

## Computer Skills

Microsoft Office

Customer Service

Account Management

Data Entry

Excel

Powerpoint

## Education

**Bachelor of Commerce  
(Marketing)**

**University of Cincinnati -  
Cincinnati, Ohio**

*Jun 2010 - May 2013*

## Summary

Highly motivated and confident Sales Executive over 5 years of professional experience in corporate sales, in-store merchandising, customer servicing cash handling and dealing with stock and deliveries as well as sending out orders.

I have expert knowledge of the selling process and I fully recognize the human and emotional aspects of buying and selling.

- Responsible for interacting with the clients and solving their queries
- Maintaining the records of customer interactions and follow up with the clients
- Provided feedback of the clients to the concerned departments and authorities so as to improve the services

## Skills

Managing Skills

Good team player

Willingness to learn

Good Written and Verbal Skills

Excellent interpersonal skills

## Experience

### Retail Sales Executive

**One Mobile Solutions - New York** *Aug 2015 - Mar 2017*

In my role in retail, I serve my customers and deal with stock and merchandising as well as providing good customer service. My responsibilities include:

- serving and assisting my customers
- dealing with stock and deliveries, ensuring the stock in right location
- keeping the store clean and presentable at all times
- Merchandising and point of sale
- providing excellent customer services
- coming up with ideas for promotions and offering these to our customers.

### Sales Executive

**The Clean World - Florida** *Sep 2017 - Mar 2018*

- Performs daily routing of field service work orders using established workforce management system
- Provides coordination of schedules and directs work of Dispatchers in absence of Manager; works closely with Manager to administer the Dispatch function

- Manages technician routes using established workforce management system to ensure customer commitments are met (i.e. install and service calls)
- Interprets data from the established workforce management system to identify current and potential scheduling problems
- Tracks network trouble and repair. Provides telephone assistance and support to Technicians during troubleshooting and repair
- Makes suggestions and recommendations to Supervisors and Manager in an effort to continually improve customer service operations
- Maintain and manage a positive work environment by interacting in a professional and polite manner with guests, team members, and park management