

Образец резюме на английском языке

Alexander Smirnov

Date of birth: 01.04. 1981

Nationality and/or Citizenship Russian, Saint-Petersburg

Ready for business trips. Ready to move to Moscow.

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Objective: Head of Sales Department

Key Skills:

- Active sales, expansion of client base;
- Working with key clients, work with objections;
- Management sales team.

Achievements:

- Created sales department from scratch. Under my supervision department (5 persons) regularly performed the plan of attracting new customers and sales;
- Led the company 7 key customer (totally up to 50% of orders);
- Developed and implemented the company's sales technology of the technically complicated equipment.

Experience:

10. 2008-07. 2014 Head of Sales

Co.Ltd «HHH group» (www.nnn-grup.com), St. Petersburg

Field of activity: Wholesale of construction equipment

- Sales Management (5 subordinates);
- Work with key customers, eliminating any objections;
- Work with accounts receivable.

07.2003-09.2008 Sales manager

Co.Ltd «XXX group» (www.xxx-grup.com), St. Petersburg

Field of activity: Wholesale of construction machinery

- Active sales, expanding the customer base;
- Work with key customers, eliminating any objections;
- A timely and systematic monitoring of the prices of similar products of competitors;
- Work with accounts receivable.

Education:

2003 Saint Petersburg State University of Economics and Finance, St. Petersburg Department of "Economics of Labor and Personnel Management" Specialty: "Personnel Management" Qualification: "Manager" (Graduated with honors)

2003-2014 Visiting numerous seminars and training sessions for sales and customer service ("Cold calls", "Sales method SPIN», «Active sales", "Sales of services", "Tough negotiations", "Work with objections," etc.)

Additional Information:

Foreign languages: English - advanced.

PC skills: advanced user (MS Office; CRM; 1C).

References are available upon request