

Brian Smith

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Comment [A1]: This is an alternative resume format for people who like lines and more visual interest. You can use any format you want as long as your information is easily scannable, your headings are the same font type and size as each other, and your text is aligned effectively. Remember, with a resume your goal is readability not creativity.

TECHNOLOGY SALES

Comment [A2]: Note the use of a heading. This is especially important in a case like this where his experience and education need to be tied together in some way. A technology sales position is a perfect blend of his background for Brian.

Motivated, personable business professional with six years of sales experience and advanced technical training. Talent for quickly mastering technology. Diplomatic and tactful. Accustomed to handling sensitive and confidential records. Able to maintain composure under pressure, with a demonstrated ability to thrive in deadline-driven environments.

Comment [A3]: A nice professional summary that tells us what kind of environments Brian likes to work in and what he is like as a person.

EDUCATION

BACHELOR OF ELECTRICAL AND COMPUTER ENGINEERING

University of Utah, Salt Lake City, UT

Anticipated: May 2013

- 3.38/4.0 GPA while working full-time
- Smith Johnson Technology Fellowship Recipient

Comment [A4]: Brian lists an award and his GPA, but leaves off the details of his coursework. This seems appropriate as any technical degree obviously qualifies him for the technical aspects of a technical sales position, while his work experience qualifies him for the sales aspects of a technical sales position. If he were applying for a programming or other technical job, he would probably want to list more details about his courses.

EXPERIENCE

SALES ASSOCIATE

Frederickson Jewelers, Ogden, UT

2009 - 2012

- Completed extensive training in sales and customer service.
- Accomplished sales goals within the allotted time and with proven results.
- Created a marketing plan to help move older product in the store.
- Commended for excellent consultative sales and customer service skills on performance reviews.

Comment [A5]: Note that he lists job titles ahead of company/institution names for both his work experience and education. In this case, his titles help him more than the names of the companies where he worked.

Comment [A6]: Notice the focus on accomplishments, not just responsibilities.

TERRITORY / ROUTE MANAGER

Speed Way Distributing, Ogden, UT

2007 - 2009

- Maintained strong client relationships while servicing accounts.
- Developed and implemented strategic marketing plans to target and develop new accounts.
- Set up new delivery route expanding to over 120 stores in the first four months.
- Conducted weekly sales meetings and presentations.

Comment [A7]: Bullets are all lined up the same, with periods at the end of each one. Job titles are all formatted the same way, as are locations and employer names. Consistency is very important on a resume.

DEPARTMENT MANAGER

Wal-Mart, Riverdale, UT

2003 - 2006

- Coached and trained up to 40 sales associates.
- Responsible for merchandising, resetting modular displays for maximum sales.