

Robert J. Smith

203 Main Street
Bertterton, MD 21610

(717) 953-7167
bsmith717@ymail.com

Overview

I am a very skilled marketer and salesperson with a diverse work history which has attributed to knowledge of a wide variety of concentrations within sales, marketing, event coordination, and post secondary education. Through this job opportunity I wish to better myself as a young professional by gaining valuable job experience while growing in my new career.

Education

Bachelor of Science Degree

Major: Organizational Leadership

Saint Francis University

May 2015

Associate in Specialized Business

Major: Business Administration Management and Marketing

South Hills School of Business & Technology

September 2009

Accomplishments

Board Member for United Way of Queen Anne's County

Launched "FR Cares" initiative to oversee charitable contributions at Federal Resources

Multiple time Dean's List recipient at South Hills and Saint Francis University

Student Speaker at Internship Luncheon

Work History

Federal Resource Supply Company

Marketing Coordinator

September 2015 -- Present

- Organize freight logistics for over 50 trade shows throughout the year
- Coordinate exhibit arrangements for over 50 trade shows throughout the year
- Manage social media accounts
- Discover trade show giveaways and marketing materials
- Oversee advertising ventures including all print ads, sponsorships, Google Adwords, and other SEO marketing

ICAT Logistics

Account Manager

August 2014 - September 2015

- Serve as the Account Manager for Clients both Local and Nationwide
- Handle both Domestic and International Logistics Needs of Clients
- Assess Logistics Needs of Clients
- Coordinate Tradeshow Solutions for Clients
- Have Maintained Total Retention with all Tradeshow Clients
- Make Arrangements with Tradeshow Decorators and Personnel

South Hills School of Business & Technology

Student Accounts Representative/Financial Aid Assistant

March 2012 -- September 2014

- Assist students in preparing financially for school
- Bill current and former students
- Adjust student's accounts as payments or charges occur
- Coordinate marketing events and fundraising efforts
- Manage social media accounts

State College Ford

Sales Representative

July 2010 – March 2012

- Assist customers in finding a vehicle
- Manage social media presence
- Follow up with potential clients
- Perform email marketing
- Cultivate a relationship with customers

Chertow Wrestling

Administrative Assistant

March 2010 – July 2010

- Organize camp registrations
- General administrative duties
- Assist parents with camp details
- Tend to newsletter and other marketing mailings
- Sell camp experience

Centre Chemical

Sales Representative

June 2009 – March 2010

- Cold Call Potential Clients
- Perform General Sales Duties
- Maintain Existing Accounts