
ACCOUNTING SALES RESUME

Objective:

Seeking an Accounting Sales Executive position in sales field to utilize my skills and knowledge to achieve organizational goals.

Summary of Skills:

- Vast experience developing market sales reports
- Profound knowledge in the field of Accounting & Finance
- In-depth knowledge of printing methods, processes and media planning
- Sound knowledge of project management methods, principles and practices
- Strong ability to handle multiple projects under tight deadlines
- Exceptional ability to produce professional documents
- Profound ability to work flexible hours when needed
- Excellent oral, written and interpersonal communication skills
- Strong organizational and analytical skills

Work Experience:

Accounting Sales Executive
Ecolab, Inc., Kirkland, WA
August 2005 to till date

- Analyzed and managed records of customer profiles and status.
- Administered sales through exploring account strategies and estimated resource allocations.
- Developed solution proposals including all aspects of business applications.
- Obtained and maintained up-to-date information of company's products, services, features, benefits and applications.
- Established and provided proposals and service agreements.

Accounting Sales Executive
Wireless Matrix Inc., Kirkland, WA
May 2000 to July 2005

- Established and maintained customer relations to increase account orders.
- Developed and presented weekly and monthly reports on sales activities.
- Performed surveys and reviewed market trends.
- Responded to questions from Capital Metro staff and other customers.

Education:

Bachelor's Degree in Accounting
University of Cincinnati, Cincinnati, OH

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