
BUSINESS DEVELOPMENT EXECUTIVE RESUME

Job Objective:

Searching for a challenging career as Business Development Executive of well-established company in which to put my skills to the test.

Highlights of Qualifications:

- Extensive experience in business-to-business relationship development for accounting and consulting services
- Good expertise in cold sales calls and effective and immediate relationship building
- Proficient in Internet and Microsoft Office Suite, e.g., Outlook, PowerPoint, Excel and Access
- Ability to articulate value proposition and perform account qualification and opportunity assessment effectively
- Ability to consult sell to high level decision makers and committees in large companies

Professional Experience:

Business Development Executive
Staples Inc., Duluth, GA
August 2007 – Present

- Sold company products and services and achieved a defined sales target.
- Identified customer needs and developed value added proposition proposal and pricing.
- Ensured accurate, cost effective implementation of accounts policies.
- Prepared activity reports and distributed marketing materials.
- Researched and identified market prospects and targets.
- Developed systematic marketing campaign.

Business Development Executive
Moss Adams, Duluth, GA
May 2004- July 2007

- Achieved sales revenue goals for acquiring new clients.
- Assessed clients need for services.
- Scheduled and arranged for new client appointments and calls.
- Prioritized sales services and achieved new client acquisition goals.
- Developed and implemented plans to contact targets.
- Provided sales strategy and expertise in proposal development to help close new business.

Education:

Bachelor's Degree in Business Administration
Brown University, Providence, RI

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