

Peter Smith

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CAREER OBJECTIVE

- Experienced telemarketing professional with 2+ years of experience seeking marketing internship position with established Fortune 500 company. Currently pursuing a Bachelor of Art degree in Marketing. Possesses excellent recommendations, strong business acumen, and willingness to contribute to the overall team's success.

PROFESSIONAL EXPERIENCE

AMT MARKETING SOLUTIONS, New York, NY

Telemarketer, Jul 2008 – present

- Telephone or write letters to respond to correspondence from customers or to follow up initial sales contacts.
- Obtain customer information such as name, address, and payment method, and enter orders into computers.
- Obtain names and telephone numbers of potential customers from sources such as telephone directories, magazine reply cards, and lists purchased from other organizations.
- Adjust sales scripts to better target the needs and interests of specific individuals.
- Schedule appointments for sales representatives to meet with prospective customers or for customers to attend sales presentations.
- Deliver prepared sales talks, reading from scripts that describe products or services, in order to persuade potential customers to purchase a product or service or to make a donation.
- Conduct client or market surveys in order to obtain information about potential customers.
- Contact businesses or private individuals by telephone in order to solicit sales for goods or services, or to request donations for charitable causes.
- Explain products or services and prices, and answer questions from customers.
- Answer telephone calls from potential customers who have been solicited through advertisements.
- Record names, addresses, purchases, and reactions of prospects contacted.

EDUCATION

Queens Community College, Queens, NY

Bachelor of Art in Marketing Candidate, Mar 2011

ADDITIONAL SKILLS

- Fluent in Spanish and English
- Proficient in Microsoft Office
- Skilled in VOIP telephone systems and CRM software