

Jeffrey R. Clark

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Objective

To utilize my strong relationship building skills and ability to deliver results to further develop my career

Professional Experience

Logistics Specialist- Supply Chain, Pacer Global Logistics – Dublin, OH June 2008 – March 2009

- Coordinated delivery of old newsprint to the recycling mill for client company SP Newsprint, Inc.
- Monitored tracking of 150 loads per day of old newsprint being picked up from SP Newsprints customers
- Tendered loads to trucking companies for pick up of old news print
- Developed proficiency in all areas of the TM400 computer system
- Completed the training course for highway pricing and LTL

Customer Service, Scotts Miracle-Gro/Kelly Services – Marysville, OH March 2008 - June 2008

- Resolved customer inquiries on Scotts products such as Miracle- Gro and Ortho

Estimating and Purchasing & Sales, C.V. Perry Builders – Columbus, OH Sept. 2005 - April 2007

- Mastered preparation of quantity takeoffs for flooring, countertops, drywall, concrete and roofing projects
- Utilized computer takeoff program for Timberline software
- Built strong relationships with local subcontractors and suppliers
- Managed negotiations for best pricing with multiple subcontractors

Home Mortgage Consultant, Wells Fargo Home Mortgage, Inc. - Columbus, OH 2002-2004

- Originated, coordinated and processed FHA and Conventional home loans through Realtors, financial planners and charitable organizations
- Conducted strong analytical assessment in financing and qualification of customers
- Partnered with real estate groups that generated more than \$35,000,000 in annual sales on advertising and co-selling
- Developed and maintained successful realtor relationships
- Completed and implemented concepts of High Trust Sales and Marketing Training by Todd Duncan

New Home Sales Representative, Joshua Homes - Columbus, OH 1999-2002

- Qualified new home buyers and maintained positive client relations throughout the 8-month building process
- Researched financing options to present to applicants at various income levels
- Earned highest traffic conversion rate of all sales representatives, resulting in being awarded Top Gun Award 7 times in one year
- Achieved significant success in creating cross sales in low traffic areas by developing strong Realtor base and demonstrating consistent follow-through of leads

Education

Columbus State Community College; general studies with marketing emphasis 1989-1991

Charitable Associations

Central Ohio Arthritis Foundation/ Car Show board member

Computer Skills

Microsoft Office Products, Microsoft Project, Timberline, and CFT