

Thomas William James III

5485 Lamb Road
Arlington, TN 38002
901-573-3756
tjames2424@yahoo.com

Objective: To further my knowledge and experience in sales.

- Operations Manager
- Customer Service Specialist
- Sales Professional

Education

Middle Tennessee State University 2005-2007

University of Memphis 2007-2009

Bachelor of Liberal Studies~ concentration in Psychology and Sociology ~2009

Key Classes: Principles of Business; Sociology I, II, III; Psychology I, II, III

Sales Experience:

Retail Manager- All About Pets, LLC. 2005-present

At All About Pets, in charge of ordering inventory, scheduling orders to be delivered, sales of all products to customers, customer service, bookkeeping, setting up meetings with clients, researching and finding new products. At All About Pets our most crucial objective is selling to customers and establishing relationships, since employed in 2005, helped succeed in opening two additional stores that exceeded the million-dollar mark. Experienced with customer interaction and the selling of our products. In charge of new employee training and hiring. Helped assist in competitor buy out of our stores to get rid of competition.

Sales Representative- Vector Co. 2006-2007

At Vector, sold Cutco Cutlery. Responsible for scheduling appointments and seeking them out in order to sell the cutlery. I did this job while I was in Murfreesboro, TN for my first two years of college. Started with zero clients, finished at Cutco, obtained over 50 clients that were regular buyers. Reached the second to highest sales representative in my first three months with the company.

Volunteering:

Autism 5k:

Walk for children with autism, was in charge of selling advertisements and sponsorships, filled up an entire shirt of sponsors exceeding my goal by almost 200%.

Special Olympics Coordinator:

Set up and in charge of Special Olympics in high school for 2 years; recruited volunteers and sponsors for shirts, drinks, food, etc.

March of Dimes Coordinator:

Set up a walk at Shelby Farms for all area high schools to raise money for children with disabilities. Raised over \$150,000 between all Shelby County Schools to donate to the March of Dimes Foundation.

Additional Competencies:

I'm a very motivated, loyal, and determined employee. I'm confident and poised in tough situations and circumstances. I interact with customers and co-workers on a professional manor and I'm very confident in my ability to not only sell the product, but also first believe in it. You can always sell something you stand behind and believe in. My communication skills are excellent and I enjoy interaction with different people on a regular basis. I can initiate and maintain relationships in a professional manor with no problem. I'm proficient in Quickbooks Point of Sale, Quickbooks Pro Accounting, Microsoft Work, and Excel. I'm single and available to move and travel for a job. I enjoy sports as hobbies, easy to get along with and ready to work.