

# PERCY PROSPECT

1234 Jones Drive  
St. Paul, Minnesota 55116  
(612) 555-5555 email@domain.com

<b>OBJECTIVE</b>	<b>To obtain an Account Manager Position</b>	
<b>EDUCATION</b>	<b>UNIVERSITY OF MINNESOTA</b> Curtis L. Carlson School of Management Bachelor of Science in Business Administration Major in Marketing Cumulative GPA: 3.4	Minneapolis, Minnesota  May 2001
<b>EXPERIENCE</b>	<b>MARKETING CONCEPTS</b> Account Executive	Bloomington, Minnesota June 2000 - August 2001
	<ul style="list-style-type: none"><li>• Managed accounts and met 110% of sales quota for the year</li><li>• Established new accounts representing over 15% of sales quota</li><li>• Developed marketing plans and assisted with proposal requests</li><li>• Researched prospective clients and product groups. Proofread layouts and job drafts</li></ul>	
	<b>WALT DISNEY WORLD COMPANY</b> Attractions Host - College Programs	Orlando, Florida Summer 1999
	<ul style="list-style-type: none"><li>• Provided guest service within the Walt Disney World theme park</li><li>• Attended Walt Disney World seminars on management philosophies</li><li>• Developed excellent communication skills through constant interaction between supervisors, co-workers, and guests in a multi-cultural environment</li></ul>	
	<b>PRODUCTS, INC.</b> Telemarketer	St. Paul, Minnesota Summers 1997 - 1998
	<ul style="list-style-type: none"><li>• Developed sales pitches. Successfully applied telesales techniques to become top five producers in the office</li></ul>	
<b>ACTIVITIES</b>	<b>President - Business Association of Minorities</b> <ul style="list-style-type: none"><li>• Responsible for providing leadership and direction for the organization</li></ul>	
	<b>Counselor - New Student Programs</b> <ul style="list-style-type: none"><li>• Developed and implemented large and small group programs for incoming freshmen</li></ul>	
	<b>Academic Chairman - Delta Sigma Pi</b> <ul style="list-style-type: none"><li>• Developed programs, contests, and activities to raise members' GPAs</li></ul>	
	<b>Volunteer - Minneapolis Park and Recreation</b> <ul style="list-style-type: none"><li>• Acquired leadership skills through coaching youth in softball</li></ul>	
<b>REFERENCES</b>	Professional and personal references available upon request.	