

# JEROD VELASQUEZ

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## Professional Summary

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Competitive Route Sales Representative with strong background providing customers with specific products to address needs and requirements. Effective in handling orders and verifying delivery of accurate shipments in alignment with strict schedules. Innovative and focused professional polished in maintaining accurate records of sales, developing leads and prospects and resolving customer issues. Hardworking and passionate job seeker with strong organizational skills eager to secure entry-level Management position. Ready to help team achieve company goals. Enthusiastic business development professional with experience establishing high-value territories. Adept in cultivating productive relationships with clients, achieving superior levels of account development, retention and expansion.

## Skills

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- Stakeholder Relations
- Visual Merchandising
- Texas Driver's License
- Merchandise Sales
- Product Sales
- Sales and Marketing Knowledge
- Stock Rotation
- Sales Development
- Safe Driving
- Vehicle Maintenance Awareness
- Strong customer service
- Sales Goals
- Route Planning
- Team Support
- Customer Service
- Sales Presentations
- Problem Resolution
- Microsoft Word
- Cultural Awareness
- Verbal Communication
- Computer Skills
- Analytical Thinking
- Decision-Making

## Work History

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### Route Sales Driver

05/2023 to Current

#### Martin's Potato Bread – Dallas, TX

- Determined best routes for driving to customer sites, accounting for such factors as weather and road construction.
- Communicated regularly with dispatcher for delivery route details and changes.
- Utilized route optimization software to plan and manage delivery routes.
- Increased sales volume by effectively managing a daily route and maintaining strong

relationships with customers.

- Consistently met or exceeded sales targets by diligently tracking progress toward goals throughout each sales period.
- Successfully managed customer accounts, ensuring accurate billing and timely payments were received.
- Maintained positive relationships with customers to promote continued business opportunities.

## **Server**

10/2022 to 05/2023

### **The Henry** – Dallas, TX

- Collected payment for food and drinks served, balanced cash receipts and maintained accurate cash drawer.
- Adhered to proper food handling procedures and safety guidelines for the well-being of guests and team members alike.
- Served food and beverages promptly with focused attention to customer needs.
- Increased sales significantly by upselling higher-end products to customers.
- Resolved customer complaints promptly and professionally to maintain positive reputation.

## **Front Desk Receptionist**

01/2023 to 03/2023

### **H5 Colo** – Dallas, TX

- Handled incoming and outgoing package deliveries, working with vendors to complete special requests and track missing packages.
- Maintained accurate records of visitor logs for security purposes and compliance with company policies.
- Compiled information from files and research to satisfy information requests.
- Operated multi-line telephone system to answer and direct high volume of calls.

## **Sales Associate**

05/2022 to 10/2022

### **Sam Ash Music** – Dallas, TX

- Maintained calm demeanor and professionally managed issues in busy, high-stress situations.
- Conducted regular competitor analysis to stay informed about market trends, adjusting pricing strategies accordingly for optimal results.
- Opened, shelved and merchandised new products in visually appealing and organized displays for optimal sales promotions.
- Contributed to visual merchandising efforts by creating eye-catching displays that showcased products effectively and enticed shoppers to make purchases.

## **Education**

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**Bachelor of Arts:** Spanish Language And Literature

08/2020

**Hardin-Simmons University** - Abilene, TX

- Extracurricular Activities: Football, Track
- Study Abroad: Spain, Spanish literature: Austria, sociology & german language.
- Awarded Perfect attendance

## Languages

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### Spanish



### German

