

# Maxine Curry

## Business Relationship Manager

### AREAS OF EXPERTISE

*Interim management*

*Client development*

*Account management*

*Analysing markets*

*Crisis management*

*Team meetings*

### PERSONAL SUMMARY

A proven and capable Business Relationship Manager who can identify a customers' needs and then come up with solutions that are right for them. Maxine will always contribute to a company's sustainable growth by providing its staff with clear leadership, detailed business reviews and by highlighting threats and opportunities that are facing it. Apart from her managerial competencies she is also an expert at helping to facilitate idea-generation through well-defined innovation processes. Furthermore, on a personal level she will always uphold the principles of fairness and equality. Right now she is looking for a suitable position with an ambitious and reputable company that wants to recruit the very best.

### WORK EXPERIENCE

#### *Company name – Location*

BUSINESS RELATIONSHIP MANAGER      Jun 2013 – Present

Responsible for proactively developing business relationships and securing additional business opportunities from both new and existing clients.

#### *Duties:*

- Working effectively with Directors and Managers within the business to identify new products and growth opportunities.
- Advising the sales team whenever necessary.
- Liaising with the company's marketing teams to ensure that all promotional offers and campaigns are supported by in-field and back-office systems.
- Cultivating relationships with key business journalists in national and trade publications.
- Developing and communicating plans to drive forward the company's strategy.
- Using strategic tools to advise customers on potential areas for growth.
- Owning, managing and resolving customer queries within agreed timescales.
- Fostering and maintaining with clients a partnership based on trust and honesty.

### PROFESSIONAL

*French speaker*

*First Aider*

### PERSONAL SKILLS

*Passionate*

*Forward thinking*

*Focused*

*Hard working*

*Company name - Location*      JOB TITLE      Dates (i.e. Aug 2011 – Jun 2013)

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### KEY SKILLS AND COMPETENCIES

- Anticipating the needs of both junior and senior colleagues.
- Maximising business potential from each client relationship.
- Actively promoting knowledge sharing amongst colleagues.
- Making sure that all staff execute a mutually agreed upon business plan.
- Ability to independently manage multiple projects of varying degrees of complexity.

### CONTACT

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Nationality: British

### ACADEMIC QUALIFICATIONS

*Nuneaton University*      2008 - 2011  
BSc (Hons)      Sales Management

*Coventry Central College*      2005 - 2008  
A levels:  
Maths (A) English (B) Technology (B) Science (C)

REFERENCES – Available on request.



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