

Maxine Curry

Director of sales

AREAS OF EXPERTISE

Conference events
People management
Customer service
Brand management
Business generation
Account management

PROFESSIONAL

Catering
qualifications
Health & safety
certified

PERSONAL SKILLS

Passionate
Forward thinking
Focused
Hard working

CONTACT

Maxine Curry
Dayjob Ltd
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Driving license: Yes
Nationality: British

PERSONAL SUMMARY

A capable individual who has an existing “book of contacts” that she can bring with her, and who is confident in her ability to generate business quickly. Maxine is a real problem solver at heart, someone who is able to grasp complex problems and devise creative solutions. She is a team orientated professional who can successfully work with people at different levels. On a personal level she has a positive, ‘can do’ attitude and is hungry for success and reward. Right now she is keen to join a company that only employs the most talented and which offers its customers the best service.

WORK EXPERIENCE

Company name – Birmingham

DIRECTOR OF SALES Jun 2013 – Present

Responsible for ensuring that the sales team collectively works together to drive the business forward.

Duties:

- Meeting all agreed sales targets set by the Sales Director.
- Creating and preparing banqueting proposals for potential customers.
- Converting new business opportunities into incremental sales.
- Training and mentoring Junior Managers in account management.
- Identifying talented members of staff and then assisting to develop them further.
- Driving quality and consistency within the catering department to ensure that the business continues to operate successfully.
- Networking at a senior level across existing and potential organisations.
- Managing a diverse workforce of individuals from different countries.
- Writing up weekly and monthly sales activity reports.
- Managing existing customer accounts.
- Developing and delivering sales presentations to potential customers.

Company name - Location

JOB TITLE Employment dates (i.e. Aug 2011 – Jun 2013)

KEY SKILLS AND COMPETENCIES

- Experience of co-ordinating or organising functions and events.
- Prepared to work unsocial hours, such as split shifts, early mornings, evenings and weekends in order to fulfil duties and be present at key functions.
- Have initiative, ambition, self-motivation and the desire to succeed.
- Sound knowledge of Hygiene, Health & Safety issues.
- Motivated by a passion for quality and great service delivery.
- Keen to expand her existing technical knowledge and learn as much as possible.

ACADEMIC QUALIFICATIONS

Nuneaton University 2008 - 2011
BSc (Hons) Catering

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

REFERENCES – Available on request.



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