Jordan Davis

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# Professional Summary

* Experienced BDC Sales Specialist highly effective at achieving sales goals on a consistent basis in competitive, fast-paced sales environments by applying exceptional verbal and written communication strengths along with detailed knowledge of digital marketing products and deep customer relations expertise. Achieved Top-5 in Club Report Rankings for the sales year of 2020.

# Education

## Associate of science | 2019 | Sinclair community college – dayton oh

* Major: Health Sciences

# Skills & Abilities

* Training proficiency
* Wellness promotion
* Recruitment, relationship building and retention
* Team management

# Experience

## bdc sales specialist | naked lime marketing | 01/2020 - current

* Stayed up to date on all company products and services to support sales objectives
* Generated numerous leads per week and pursued appointment opportunities to convert prospects into new customers
* Identified customer needs to deliver relevant product solutions and promotions and meet target budgets

## RESIDENT CARE SUPERVISOR | sunrise senior living | 09/2017 – 01/2020

* Utilized effective time-management skills in order to complete daily tasks of all departments
* Kept up with a flexible, yet dependable schedule to ensure we had adequate amounts of staff for proper care of the residents
* Created schedules that benefited the employees, as well as the residents

## Leasing agent | cimarron woods apartments | 04/2016 – 09/2017

* Administered operations to handle needs of more than 200 tenants across 93 property units
* Kept records accurate, detailed and fully compliant with reporting requirements to meet all state, local and federal housing requirements
* Toured property with prospective tenants and provided wealth of information regarding its key features

## affiliations

* President of the Wright State Men’s Club Soccer program
* Founder and original member of Love Your Melon
* Member of the Masonic Lodge and Shriner’s of Cincinnati