HARRY HLOOM  
Business Development Manager



(123) 456 78 99

info@hloom.com

www.facebook.com/OfficeTemplates

Looking for employment as a Business Development Manager where I get to implement my extensive experience and background in enterprises and developing client proposals, documenting process flows, and negotiating changes.

DEVELOPMENT MANAGER

**Skills**

**Verbal and Written Communication**

Leadership ability

Adaptability and Flexibility

Teamwork

Creativity

Time Management

Critical-thinking

**OTHER   
(use for publications, awards)**

**Business Developer of the Year, XYZ Company**

**Businessman of the Year, Travel Bureau**

## EXPERIENCE

GREAT COMPANY, Chicago, IL

Business Development Manager, 2011 – present

* Conducting supervision of common operations, repair and maintenance of buildings and systems.
* Developing and implementing routines to maintain envelop and ground systems. Executing various construction operations following safety codes and safety policies.
* Modifying facility “as built” renditions on software systems such as CAD or CAFM tools. Verifying and approving billing for expenses related to building.

AWESOME ORGANIZATION, Chicago, IL

Business Development Assistant, 2005 – 2011

* Performed annual operating budget preparation for construction sites. Assisted in relationship development with internal and external clients via suppliers.
* Monitored and updated inventory lists of property for tool operations.
* Reviewed operational changes to approach and decided their influences on Division, Branch and Courts. Secured clients satisfaction with all inside and outside customer base.

GREAT ORGANIZATION, Aledo, IL

Business Development Assistant, 2003 – 2005

* Enforcing strategic sales operations resulting in new businesses in appropriate marker sector.
* Develop business relationships with business clients within client organization. Engaging in sales of cutting- edge technical services to clients.
* Providing assistance to offer new market scopes to clients.

## EDUCATION

**Chicago State University**

Bachelors, BS Marketing - 2005

**Daytona Business School**

Bachelors, BS of Computer Science - 2001

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