152 BUG DRIVE • WASHINGTON, PA 12345 (555) 555-5555 • JWALKER@FAKE.COM **AFOQT Pilot** – 99 **PCSM** – 90 FAA 1st Class Medical- Completed (2018) **Age-** 26 **OBJECTIVE:** To serve as an officer and C-17 pilot with the 999th Airlift Squadron **FLIGHT EXPERIENCE (C-172)**

Private Pilot Certificate Total Time - 68.9	PIC - 29.2	XC - 15	
EDUCATION			

Washington, PA **Bachelor of Science in Business Administration, Cum Laude Honors** Washington and Jefferson College 2011 - 2015 Majors: Finance and Supply Chain Management GPA: 3.3/4.0

WORK EXPERIENCE

District Project Sales Manager

ACME Distribution

- Lead a small team of five to ensure annual sales goals met at a district level for power distribution equipment
- Build and foster trust with over 30 clients to strengthen relationships and promote sales growth

Project Administrator

ACME Distribution

- Liaised with clients regularly to discuss current and upcoming project needs
- Led weekly sales team meeting to review the status of all on-going and upcoming projects
- Continuously maintained Excel database detailing records of job and bidding schedules for over 120projects

Sales Development Trainee Program

ACME Distribution

- Completed ACME sales training program to advance customer service skills and maximize sales performance
- Overcame electrical knowledge learning curve quickly and efficiently to ensure accurate product recommendations
- Constructed electrical distribution bid packages ranging from \$2,000 to \$200,000

LEADERSHIP ACTIVITIES & ACHIEVEMENTS

Varsity Swimmer at Washington and Jefferson College

- Elected co-captain junior and senior year by fellow teammates
- Sole recipient of the Tiger Claw Award for excelling in athletics, the classroom, and leadership (2014)
- Nominated Most Valuable Swimmer for the 2011-2012 season
- All-Conference Academic Team (2014) and Athletic Director's Honor Roll (2012-2015)

Student-Athlete Advisory Committee

Selected Member

• Represented approximately 500 student-athletes at Washington and Jefferson College to address issues of concern, organize events, and open communication between varsity teams

Tiger Leadership Academy: WJC Athletics

Active Member

•Learned leadership styles, application methods and discussed current challenges with a variety of school teams

CERTIFICATIONS

• Six Sigma Yellow Belt Certified

Washington, PA

Washington, PA

June 2016 - June 2019

June 2019 - Present

Washington, PA

June 2015 – June 2016

March 2013 - April 2015

August 2011 - April 2015

September 2011 - April 2015

JOSEPH A. WALKER