

YOUR NAME

City, State | (555) 555-0100 | your.email@example.com | linkedin.com/in/yourname

SALES RESUME

Sales professional skilled in prospecting, consultative conversations, pipeline management, and building durable customer relationships.

CORE SKILLS

Lead Generation • Discovery & Qualification • CRM • Negotiation • Account Management

PROFESSIONAL EXPERIENCE

Sales Representative — Company Name | 2022–Present

- Identify prospects, qualify needs, and maintain organized follow-up activity.
- Manage opportunities in CRM and communicate pipeline status accurately.
- Build customer relationships and coordinate next steps through the sales process.

EDUCATION

Degree / Certificate, School Name — City, State | Graduation Year

ADDITIONAL INFORMATION

Certifications • Relevant Projects • Volunteer Experience • Portfolio (include only relevant items)

Template guidance: replace all sample details with your real information and achievements. Add quantified results only when accurate; remove sections that do not apply.