

# Franklin Ryans

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## PROFESSIONAL SUMMARY

- Motivated self-starter with experience in Marketing and Customer Relations
- Proven ability to work with difficult situations providing a high level of service to clients
- Highly skilled in communication and follow-up to ensure on-time project completion
- Interest in learning and utilizing new technology to ensure success of projects

## PROFESSIONAL QUALIFICATIONS

### Communication

- Work with clients to articulate plans and draft goals and visions for projects
- Establish clear deadlines for projects and plans for meeting the deadlines
- Follow up with both clients and employees to ensure quality projects
- Strong creative and factual writing skills in both professional and personal settings

### Business/Sales

- Utilize strong entrepreneurial spirit to work with small business clients
- Competitive attitude in regards to project completion, marketing and sales
- Proven track-record of increased yearly sales in a challenging market
- Successful at overcoming objections by countering with customer's needs in mind

### Marketing/Promotions

- Design marketing materials including brochures, advertisements and other publications
- Develop press releases for a variety of purposes including event promotion
- Meet monthly sales targets through effective planning and budgeting
- maintain necessary and accurate data and records for future reference

### Technology

- Proficient with using social media to market and promote products and companies
- Strong knowledge of Microsoft Office, including Word, PowerPoint, Excel and Access
- Able to adapt and learn quickly new software, computer systems and processors
- Comfortable with both Mac and PC, smart devices and tablets

### Education

Master of Business Administration, Clarion University of Pennsylvania

Bachelor of Science in Business Administration, Clarion University of Pennsylvania

### Work Experience

Account Executive, A Great Company, Some City, PA

Data Specialist, Awesome Job, Another Town, OH

Entry-Level Accountant, Small Firm, Small Town, PA