**Sales Associate Resume Template**

*Type your address here, Type your address here*

**Objective:**

To obtain a career in a well established stable environment that offers an opportunity to enhance my skills and capabilities.

**Skills:**

* Excellent communication skills
* Established track record of achieving or over-achieving goals
* Great attitude with a high-energy personality
* Professional appearance and work ethic
* Excellent customer service skills

**Experience:**

**Valley Pontiac Buick GMC, Auburn, WA**  
Car Sales Associate

* Responsible for highlighting features, gathering information, inspecting automobiles, comparing and contrasting competitive models and demonstrates vehicle operations.
* Building rapport, qualifying buyers by understanding, interests and requirements of buyer, matching interests and requirements to various models.
* Developing and maintaining relationships with new as well as existing customers, responding to inquires, suggesting trade-ins, greeting drop-ins, recommending sales campaigns and promotions.
* Negotiating price; asking sales; completing sales or purchase contracts; closing sales by overcoming objections; explaining provisions and financing; delivering automobiles.
* Demonstrating automobiles by explaining capabilities, characteristics and features; explaining services and warranties; taking drives.
* Completing reports and providing sales management information.

**Education:**

Washington State University, Pullman, WA  
High School Diploma