

WILLIAM BROWN

Any Town, NY 99999
999-999-9999/ 999-999-9999
email@yahoo.com

SKILLS & ABILITIES:

- Expert with MS Office (Outlook, Word, Excel, PowerPoint and Access), C/C++, Unix
- Strong analytical, organizational, negotiation, problem solving and decision making skills;
- Ability to thrive in a fast-paced high growth environment and prioritize multiple tasks
- Good computer skills; ability to establish strong internal and external customer relationships
- Well organized, ability to complete assigned tasks accurately and on time with minimal supervision.

PROFESSIONAL EXPERIENCE

ABC INC. (2008 – present)

Sales Engineer

- Served as the primary technical resource to size and price systems for proposals.
- Provided expertise in installation/activation, configuration, and end-user experience.
- Provided project management and coordination of internal resources to ensure deliverables.

XYZ Corp. (2007-2008)

Engineering Manager

- Prime contractor and Command engineers on a new design.
- Strong product and process knowledge enables me to maximize quality and manufacturability at the same time.
- Cut process documentation generation costs by 50% by implementing office automation.

BCD Inc. (2002 - 2007)

Sales Engineer

- Reviewed customer requirements and existing design configuration in order to recommend targeted solutions that included all relevant technical documentation for the pre-sale (Request for Information/Proposal/Quote) as well as Disaster Recovery recommendations.
- Initiated and implemented a system code that streamlined the ordering, billing and provisioning process which reduced equipment expense and work hours for provisioning, order entry and billing.

EDUCATION:

Master of Business Administration (Marketing) (2002) *University of California, Los Angeles*

Master of Science in Electrical Engineering (1991) *University Pennsylvania*