ALBERT ACEVES

Business Development Associate

✉ a.aceves@email.com

📞 (123) 456-7890

📍 Santa Barbara, CA

in LinkedIn

EDUCATION

Bachelor of Arts
Journalism

UCLA

📅 2013 - 2017

📍 Los Angeles, CA

WORK EXPERIENCE

Entry-Level Business Development Associate

Fusion Academy

📅 July 2017 - September 2018   📍 Santa Barbara, CA

- Collaborated across 6 departments, **ensuring growth for Q3 of 2018 exceeded targets by 4%**
- Used CRM databases to identify and track 500+ potential clients
- Communicated with 75+ new and continuing clients to identify needs and craft achievable goals
- Conducted sales presentations, client pitches, and distributed materials that increased Fusion Academy's client base by 12%
- Identified opportunities for expansion that enabled the successful launch of 3 Fusion Academy expansions

Business Development Intern

Dialect, Ltd

📅 March 2017 - May 2017   📍 Los Angeles, CA

- Coordinated development plans across 5 different departments and 100+ employees
- Developed proficiency in 13+ data-driven software analytics programs, including Sisense, SAS Office Analytics, and Vecta
- Received praise from 3 supervisors, becoming the only intern in Dialect history to be named Employee of the Month
- **Maintained 98% positive feedback on customer satisfaction surveys**, retaining 85% of potential clients
- Orchestrated 4 staff meetings, presenting on client strategies and retention plans that increased the total client base by 0.9%

PROJECTS

Just Be Campaign

Director

📅 April 2017 - May 2017

- Headed campaign, **generating 600+ customer leads**
- Orchestrated weekly meetings, assigning team roles, and leading 4 interns throughout the project
- Demonstrated follow-through, identifying campaign goals and directions for optimum growth and ROI

SKILLS

- Research and Marketing Strategy
- SalesForce
- Interpersonal Skills
- Goal-oriented
- Microsoft Word and Excel
- Networking and Communication
- Project Management