

Caroline Maher

Objective

Experienced professional interested in a career position that will allow me to bring a high degree of skill, initiative, enthusiasm, and apply my range of talents including excellent inter-personal abilities. Quick to learn, unafraid of a challenge, and am prepared to study to obtain extra qualifications if necessary. Assertive, committed, and determined to provide quality service to the customer. Would like to work with people, and enjoy dealing directly with the public.

Experience

2006-Present Prosource Design Center Fort Myers, FL
Sales/ Design Center Account Manager

Assisted new homeowners, remodelers, general contractors, and installers with all aspects of sales and design of flooring process.
Managed sales accounts with a volume of one million dollars per year
Researched and created leads in SW Florida region to build territory
Assisted in implementation of design center procedures.

2005-2006 Toll Brothers Inc. Bonita Springs, FL
Design Center Coordinator

Assisted new homeowners with all aspects of design process, including color selections and options for interior finishes such as flooring, cabinets, countertops, fixtures, lighting, and paint.
Managed follow up with homeowners coordinating contracts for pool, landscape, low voltage, and storm shutters.
Assisted in implementation of design center procedures.

2004- 2005 FR Homes, LLC Atlanta, GA
Real Estate Agent

Managed on site sales in 71 acre custom home subdivision.
Assisted homebuyers in design selection including colors, and interior finishes.
Managed and implemented open houses and monthly agent caravans

2002- 2004 Architectural Signing, Inc. Norcross, GA
Project Manager/ Inside Sales

Managed projects for an Architectural Signage company from design inception to installation
Managed large contractor bid invitations, which included estimation for quantities, product, and installation
Researched and followed sales leads to create new accounts and relationships.

2001-2002 NEO, Inc Atlanta, GA
Project Manager

Managed and supervised corporate relocations for major clients.
Created and maintained project schedule for clients and resources.
Created and maintained budgets for medium to large projects.
Managed and supervised build-out of 36,000 square foot facility

1998-2001 APCO, Graphics Atlanta, GA
Sign Planner / Sales Consultant

{ Planned and implemented architectural signage and wayfinding for hospitals and universities.

{ Conducted sales meetings.

{ Participated in design and implementation of new products.

Computer Skills

{ Microsoft Word, Microsoft Project, AutoCAD, Corel Draw, Outlook, Internet Explorer, Filemaker Pro, Crystal Reports, Microsoft Excel, Microsoft PowerPoint.

Education

1996–1998 Art Institute of Atlanta Atlanta, GA

{ B.A., Marketing .