

Monte Matthews

999.999.9999 • Bedford, NH 03110 • montemattews@yahoo.com • linkedin.com/in/montemattews

TOOLS FOR TRANSITION SAMPLE RESUME

Top-Performing District Sales Manager

- ✓ Awarded President's Club as individual contributor for three years and as District Manager for 17 years
- ✓ Awarded trips to destinations such as London, Paris, Hong Kong, Athens, Rome
- ✓ Awarded two Rolex watches as "Sales Manager of the Year" for two separate years

Budget / Forecasts	New Product Presentations	Sales Cycle Management
Business Models	Post-Sales Support / Contracts	Site Visits
Contract Renewals	Product Development	Territory Development
Customer Advocate	Product Portfolios	Trade Shows
Inventory Management	RFP's	Training / Mentoring

Selected Markets: Fortune 100, Federal and State government, education, healthcare, Veterans Administration

Customers: C-Suite, business owners, procurement, buyers, IT, facilities

Manager: Directed teams with as many as 15 sales reps and additional support staff throughout career

Software Sold: DocuFlow, Liberty Net, OnBase, UniFLOW, DocSTAR, FMAudit, PaperCut

Confidential Company, Bedford, NH.....2006 – 2017

Sales and lease of office equipment and document solutions

DISTRICT SALES MANAGER, 2008 – 2017

Sold hardware, software, back-file conversions, document storage and retrieval, cloud-based technology, maintenance contracts, and document security systems. Built team of 15 representatives covering four-state territory in New England.

~ Instrumental in growth of company from zero to \$40 million in annual revenue ~

Confidential Company, Bedford, NH.....1997 – 2005

Sales and lease of office equipment and document solutions

DISTRICT SALES MANAGER, 2000 – 2005

Restructured commission policies, recruited, hired and oversaw team of four representatives for New Hampshire.

Mentored less-experienced representatives by going on customer appointments together.

SALES REPRESENTATIVE, 1997 – 2000

Software

- CRM software including Salesforce.

Professional Training

- Significant coursework in sales, management, and product knowledge through employers and vendors.

Education

Confidential State College, Oregon

- Completed four years of coursework towards business administration