

STEPHANIE COBB

MARKETING PROFESSIONAL

CONTACT



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aniecobb1

EDUCATION

B.B.A. / Marketing
Kennesaw State University
1996-2001

SKILLS

- Microsoft Excel
- Microsoft PowerPoint
- Project Management
- Account Management
- Customer Service
- Relationship Building
- Promotional Marketing
- Flexibility
- Team Player
- Positive Attitude
- Calm/Collected Demeanor
- Excellent Baker

PROFILE

A dedicated Account Manager with 17 years of experience in the Promotional Products Industry. Seeking a position to utilize my Marketing and Customer Service experience, to increase revenue and build relationships.

PROFESSIONAL EXPERIENCE

NATIONAL ACCOUNT/PROJECT MANAGER

Leaderpromos | Chicago, IL | 2018-2020

- Managed accounts and assisted clients' requests for promotional items. Presented ideas for custom orders and unique concepts.
- Organized and administered events such as pop-up shops and lunch-n-learns. Created flyers and raffle drawings to bring incentive for new contacts to attend.
- Prepared quotes and presentations. Submitted orders to vendors upon client approval of selected products.
- Followed through with the order process to ensure on-time delivery and customers' satisfaction.
- Assisted with setting up webstores for new accounts and updating existing websites with new ideas.

ACCOUNT MANAGER

Taylor Communications | Chicago, IL | 2015-2018

- Oversaw a large account for promotional products. Built relationships and worked onsite with the client to increase revenue.
- Maintained daily interaction with customers to process orders, answer questions and guide them through product choices and options.
- Provided pricing, order status and addressed any quality or service concerns. Ensured all orders were completed and delivered on time.
- Generated inventory and sales reports, and reordered inventory. Attended tradeshows and collaborated with vendors for new ideas, hottest trends and recommended products.

PROMOTIONAL PRODUCTS SOURCING MANAGER

InnerWorkings | Chicago, IL | 2011-2015

- Sourced and selected promotional merchandise for the inside and outside sales divisions. Provided pricing for a wide range of products for unique requests and a variety of industries.
- Created presentations with product images, pricing and descriptions.
- Attended tradeshows to learn industry shifts and business trends. Discovered the new HOT products to assist in generating sales.
- Negotiated with vendors to establish the best pricing for quality merchandise.

ACCOUNT RELATIONSHIP MANAGER

WorkflowOne | Chicago, IL | 2008-2011

- Assisted with renewing a clients' contract and managing the account.
- Sourced products, quoted merchandise and placed orders for customers' events and meetings.
- Implemented and maintained websites. Selected new product and discontinued low-selling items.
- Prepared sales, inventory and accounting reports. Managed inventory and generated orders for catalog programs, and custom requests.