**Brian P. Sanborn**

Telephone (260) 316-1908 Brian.Sanborn5@gmail.com

**EDUCATION**

**Trine University,** Angola, IN

Bachelor’s Degree in Business Management

*Business Courses*

* Business Concepts, Business Law, Business Application, Social Media for Business, Spreadsheets for Business

*Management Courses*

* Management of Quality, Personal Selling, Organizational Behavior, Buying Behavior, Project Management

**EXPERIENCE**

**Beagle One Awning & Sign Contractors,** Angola, IN

**Sales Representative and Account Manager**  November 2018 - present

* Successfully manage awning and sign accounts worth an approximate value of $2.3 Million annually
* Quote jobs for 50+ customers
* Manage invoicing and job profit
* Oversee two project managers

**Project Manager** September 2013 – November 2018

* Oversee pre-production checklists, production, and installations across 45 states
* Coordinate site surveys and ensure efficient and timely installations
* Construct work orders and purchase orders

**Sanborn’s For Your Home** Angola, IN May 2012 – September 2013

**Salesperson, Inventory and Logistics Coordinator**

* Maintained inventory and recorded daily sales data
* Provided customer assistance via sales support, furniture assembly, measurements, and loading
* Focused on driving furniture and appliance sales across all departments
* Practiced marketing and sales skills by facilitating promotional events and designing furniture displays
* Obtained certification in forklift operation and managed floor space for stock rotation

**Con-way Freight** Fremont, IN September 2010 – August 2011

**Logistics Coordinator**

* Greeted all drivers and visitors daily
* Directed drivers and assigned and coordinated dock positions
* Dispatched drivers on routes
* Collected and managed drivers daily expenses

**Software SKILLS**

Microsoft Office Suite, Microsoft Excel, Microsoft PowerPoint, Smartsheet,