

Maxwell Calnan

Orlando, FL • Mobile: 321-331-9973

max.calnan@knights.ucf.edu • www.linkedin.com/in/maxcalnan/

EXECUTIVE SUMMARY

Competent sales representative offering exceptional customer service through face-to-face interactions as well as on the internet. Acts as an ambassador for the company, establishing and maintaining good customer relationships. Effectively monitors industry competitors, new products, and market conditions to understand and anticipate customer's needs and provide quality information on available products that satisfy buyer's requirements.

EDUCATION

University of Central Florida, Orlando, FL

Aug 2022 – May 2024

Bachelor of Science in Business Administration, Finance

Valencia College, Orlando, FL

May 2016

Associate of Arts, General Education

RELEVANT COURSEWORK

- Business Finance
- Computer Fundamentals for Business
- Management of Organizations
- Marketing
- Principles of Financial Accounting
- Principles of Managerial Accounting

PROFESSIONAL EXPERIENCE

Automated Buildings, Inc – Orlando, FL

June 2020 – November 2021

Service Account Manager

- Responsible for expanding customer portfolio while maintaining existing customer database.
- Generated over \$1,000,000 in revenue within twelve months of entering the industry.
- Exhibited technical and mechanical proficiency through preparation and sale of various HVAC system configurations.
- Produced sales via competent project proposals, presentation, closing, product procurement and project planning.
- Provided customers with unique HVAC maintenance and equipment solutions dependent on each individual scenario.

Central Florida Chrysler Dodge Jeep Ram – Orlando, FL

December 2016 – March 2020

Internet Sales Manager

- Managed dealership website with existing inventory and current prices, leading an internet team of 12-20 salespeople to maintain above industry closing percentages and prompt response times.
- Maintained thorough knowledge of the characteristics, capabilities, and features of Chrysler-Jeep products as well as competitive models.
- Qualified potential buyers by matching buyer's requirements and interests to available models.
- Demonstrated vehicle capabilities and features, including explaining warranties and dealership services.
- Responsible for securing gross profit sales through competent negotiation, financing, closing, collecting payment, and delivering automobile.
- Reported team productivity metrics to upper management using appropriate reporting methods.

VOLUNTEER EXPERIENCE

- **Habitat for Humanity**
- **Matthew's Hope** Homeless Shelter

Spring 2013 – Fall 2014

Spring 2011 – Fall 2012