

# John Lowey

Business Process Associate

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A recent graduate seeking to use superior business development skills and knowledge to support ABC Inc. acquire new businesses. Adept at dealing with complex issues and challenges, and managing clients in a way that enhances referrals and repeat business. Able to work remotely and achieve set KPIs without supervision.

## Skills

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New Business Development		Excellent
New business opportunities		Excellent
Business partnership development		Excellent
Interpersonal Communication Skills		Excellent
New project development		Excellent
Project Management Skills		Excellent

## Work History

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2020-06 - 2021-02

### New Business Development

*UVW Group, Chicago, IL*

- Created or administered training and awareness presentations or materials.
- Held a volunteer position as support staff. Handled customer database and managed old customers.
- Managed communication on all social media channels, grew engagement by 31 percent and Social Media close rate by 15 percent.
- Managed online ads to announce regular events and fundraising drives.
- Worked with 6 team members to develop and deploy a business referral strategy that improved sales by 21 percent.

## Education

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2016-02 - 2020-02

## **Bachelor of Science: Business Administration**

*University Of Wisconsin - Madison, WI*

- Graduated in Top 1% of Class

### **Coursework Completed Includes:**

- Marketing,
- General Business Administration,
- Forecasting,
- Project Management,
- Consumer Behavior,  
E-commerce

## **Certifications**

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2020-02

Certified Business Process Management Professional (CBMP)