

AUSTIN FAIRBANKS, JR.

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EXECUTIVE SUMMARY

Charismatic business professional with 15+ years experience in business development, sales management, and recruiting. Outstanding ability to locate, contact, and acquire clients, customers, and partnering organizations.

- Superb project management skills when working with designers, ad agencies, and other outside vendors.
 - Exemplary organizational and communication skills. Recognized leadership and team-building abilities.
 - Expert at planning and administering successful sales, marketing, and business development strategies.
 - Proficient with Windows 98/NT, Word, Excel, PowerPoint, Project, Outlook, ACT!, Eudora, and DBMS.
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PROFESSIONAL EXPERIENCE

A&C TANKERS, INC.

Business Development Manager

Phoenix, AZ

January 2002 to present

Hired into tailored position by VP of Operations to generate client leads, design and distribute marketing collateral, refine virtual presence, and streamline infrastructure for this 25-year old environmental services organization.

Business Development

- ❑ Generate \$100K in new business within first year of employment for this 20-person company. Activate dormant accounts and confirm alliance with current customers. Secure repeat customers.
- ❑ Achieve 20% success rate in persuading engineer consulting firms to attend personally-delivered CP practices presentation, in first quarter. Contact 60+ firms in 8 months.
- ❑ Boost public awareness by contacting 74 Connecticut Boards of Education, 55 private schools, 23 colleges and universities, and several municipality officers by phone, email, and direct mail. Purchase marketing lists to amass additional leads.
- ❑ Gain immediate interest from ten oil companies in six months, across Hartford and Westchester counties.
- ❑ Propose partnership to 10 pharmaceutical companies and 12 large real estate agencies.

Process Improvement

- ❑ Overhaul entire corporate website on a \$1.5K budget by writing and revising content, creating a compelling format, and identifying, interviewing, and hiring site designer (out of six candidates).
- ❑ Install and customize ACT! database, including product proposal templates, to manage client information and facilitate company-wide reporting. Research initial design and field requirements and transfer data from Excel spreadsheets. Train seven operations personnel, including VP and secretarial staff.
- ❑ Revamp internal procedures and convert focus to sales-oriented paradigm to better organize opportunities, prospective clients, and win-loss data for improved strategic decision-making. Improve customer relationship management and follow-up tactics.
- ❑ Identify and analyze target markets to refocus priorities and reduce expenditures.

Marketing & Public Relations

- ❑ Represent EI at Fire Marshall seminar (New Haven, CT), Connecticut Industry and Facility Resource Show (New Haven, CT), and International Maintenance Institute Trade Show (New Haven, CT).
- ❑ Prepare booth and network for leads at the Connecticut Marine Trade Association trade show (Branford, CT) and the Westchester Realtors annual trade show (Harrison, NY).
- ❑ Co-deliver seminars to Connecticut Property Owner Association (CPOA) and other real estate firms.
- ❑ Design ebrochure, revise presentation board and notes, and develop generic PowerPoint presentations.
- ❑ Conduct phone interviews to learn optimal method for contacting realtors for business partnerships.
- ❑ Obtain Blanket Purchase Agreement (BPA) from U.S. naval submarine base, authorizing \$1M per upcoming project, effective until April 2007.

CLARKSON CONSULTANTS
Executive Recruiter**Phoenix, AZ**
June 2001 to October 2001

Performed sourcing and full life-cycle staffing for pharmaceutical and biotech industry professionals with emphasis on direct and national placement of Quality Assurance, Quality Control, and Regulatory Affairs personnel.

- ❑ Earned nickname, 'The Rainmaker' from agency owner for acquiring more clients than any other recruiter, including the team supervisor, in the first three months of employment.
- ❑ Set company record for obtaining new accounts, averaging 7.7 leads per month.
- ❑ Ranked second highest in getting interviews; 30% of phone screens resulted in face-to-face interviews.
- ❑ Single-handedly expanded company into Quality Assurance and Quality Control markets.

ATLAS MANAGEMENT, INC
Recruiter**Phoenix, AZ**
January 2001 to May 2001

Administered direct and national placement of pre-and post-Sales Engineers for permanent positions on a contingency search basis. Hired for industry leaders, mid-tier companies, and startups offering ERP, CRM, OLAP, EAI, supply chain management, and collaborative software solutions.

- ❑ Researched and developed new candidate base of Sales Engineers through industry referrals, networking events, and web resources. Cold-called potential client companies and candidates.
- ❑ Established and maintained lasting relationships with hiring managers from premium clients such as Peoplesoft, JD Edwards, and Oracle.

ICCP CORPORATION (defunct)
Senior Technical Recruiter**Madison, AZ**
February 2000 to November 2000

Staffed internal vacancies and recruited for external positions on a contingency and retained search basis for this software development startup. Maintained strong relationships with hiring managers and Human Resources staff.

- ❑ Produced \$122K in billing for external placements in ten months.
- ❑ Saved company \$91K by filling internal positions without assistance from outside recruiters.
- ❑ Coached and assisted application developers, DBAs, systems administrators, business analysts, project managers, testers, technical writers, sales personnel, and senior managers.
- ❑ Earned exclusivity agreement from satisfied client; only recruiter allowed to 'sit in' on client interviews.
- ❑ Yielded 100% success rate in expediting payment from slow-paying customers.

DAVIS & ASSOCIATES, INC
Technical Recruiter**Phoenix, AZ**
June 1996 to January 2000

Performed full life-cycle recruiting for Arizona market. Obtained new accounts, and sourced and interviewed candidates for contract positions in Information Technology.

- ❑ Quadrupled contractors on payroll, increasing company billing from \$750K to \$2M.
- ❑ Improved company visibility by networking with local chapter of the Business Management Group and senior members of the Quinnipiac Club.
- ❑ Applied IT industry knowledge and sales management expertise to negotiate six-figure compensation packages. Prepared candidates for phone and in-person interviews.
- ❑ Established relationships with new and existing clients as well as third-party vendors, and delivered presentations to prospects. Installed and maintained ACT! database to manage contact information.
- ❑ Developed web content and interfaced with web architect to design company website.
- ❑ Coordinated brochure design and all other marketing collateral.

PREVIOUS EXPERIENCE

SBC PACBELL TELECOMMUNICATIONS

San Francisco, CA

IT Manager, General Business Group

Sales Manager, Commercial Telecom. Products

Sales Representative / Instructor, Commercial Telecom. Products

Handled progressive people- and project-management responsibilities for this premium West Coast telecommunication provider. Served as chief point of contact for internal technical, marketing, and sales issues. Hired, trained, managed, and terminated staff. Highlights include the following:

- ❑ Administered \$1.2 million annual budget to manage three senior programmers, eight programmers, one LAN Manager and one LAN assistant for the analysis, design, and implementation of systems to support Product Management's communication and information requirements.
- ❑ Spearheaded the planning and purchasing of a \$3.5 million state-of-the-art relational database parallel processing server which positioned Product Management to meet competition.
- ❑ Directed sales effort and formulated strategies to sell communications services to 1,800 business customers with three or more lines.
- ❑ Attained an average revenue objective of 130%. Achieved 75% competitive win ratio against other telecommunications companies.
- ❑ Administered 'roll out' of ad hoc query tool, set up customized training, and directed the development and usage of various online applications. Recommended Interactive Voice Response system.

EDUCATION

Bachelor of Arts, University of Colorado, Denver, CO