

ZACHARY L. TODD
1616 WEST 6TH STREET #224, AUSTIN, TEXAS 78703
(954) 695 - 1986 - ZACHTODD86@GMAIL.COM

Objective:

Obtain a service industry position that will utilize acquired event experience, creative talents, and communication. Desires a long term position with career growth potential.

Summary of Qualifications:

- Innovative professional with 3+ years of experience of research experience and 3+ years of progressive experience within the sales industry possessing skills to drive business growth, capitalize on new revenue potential, and manage all aspects of daily business operations.
 - Expertise in client relations and needs assessment.
 - Proactive leader with refined business acumen and exemplary people skills.
 - Facilitate a team approach to achieve organizational objectives
- Quick study, with an ability to easily grasp and put into application new ideas, concepts, methods and technologies.
- Exceptional oral/written communication, interpersonal, analytical, and problem resolution skills. Thrive in both independent and collaborative work environments.
- Proficient in the use of various computer programs and applications

Professional Experience:

- ACE Environmental Services, Inc. (October 2010 – Present)
Project Engineer

Responsibilities include setting up and performing site inspections for Phase I Environmental Assessments (ESA) and Property Condition Assessments (PCA); writing Phase I ESAs; and performing site inspections with the intention of bringing swimming pools up to the national and state regulated safety standards. Responsible for conducting research of properties back to 1940 per the ASTM standard for Phase I ESA reports. Research includes review of historical city directories, aerial photographs, topographic maps, Sanborn fire insurance maps, chain of title documents, Environmental Lien and Activities Use Limitation (AUL) documents, building department plans and records, fire department records, and property appraiser's records.

- SGN Nutrition (August 2010 – October 2010)
Sales Representative

Responsibilities included setting up sales work stations in Costco locations around South Florida. Meeting product daily sales quotas and reporting inventory to corporate headquarters.

- Scott's MiracleGro (January 2010 – August 2010)
Field Sales Representative

Responsibilities included door to door sales calls, trade show sales, customer service, account management, as well as meeting weekly sale goals. Promoted to Technical Service Representative with responsibility for meeting weekly production goals, along with customer service and account management goals.

- The Oak's Country Club (May 2008 – December 2009)

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Restaurant Staff

Responsibilities included preparation of buffet style meals including clean up. Also, prepared and serviced catered events. Skills required included strong communication with kitchen and venue staff in conjunction with working as a team with fellow employees.

- Market Pulse Media (February 2008 – May 2009)
Account Executive

Responsibilities included opening and managing accounts for clients reached via cold calling. Skills included understanding the full spectrum of online marketing techniques in order to accurately target a client's market. Worked closely with Information Technology staff on launching email campaigns.

- Mady Multimedia (September 2004- 2011 - Part Time)
Simulcast Cameraman/Audio and Video Technician

Responsibilities include working with a team and setting up events for weddings, religious celebrations, as well as corporate and sports events. Set ups include audio equipment generators, power chords, audio chords, video cables, screens, projectors, and light trusses. Camera work requires unequivocal knowledge of the equipment and ability to work as a team and produce an event.

- Mary Livingston's Steakhouse
Waiter (February 2006- May 2006)

Worked part time while attending school full time. The job required excellence in customer service. There was required knowledge on various wines and cuts of meat. Food was fresh so waiters/waitresses always had to be able to sell whatever cuts of meat were left in the kitchen.

Education:

- Florida State University, Tallahassee, Florida, 2005-2007, completed 82 credits towards creative writing
Bachelor of Arts Degree
- Broward College Graduate, Coconut Creek, Florida
Associate Art Degree in General Studies - 2007
- Florida Atlantic University, Boca Raton, Florida, 2008-2010, completed 31 credits

Sales Achieve and Awards:

- Received S.P.A.R.S. Award for technician sales, production, attitude, retention, and service.
- Ranked #15 in sales for all of Scott's-MiracleGro domestic regions