**Sample Professional Sales Resume Template**

                                                                  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [name of the applicant]

Street address: \_\_\_\_\_\_\_\_\_\_ City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_\_\_\_ Post code \_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [contact number]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [email id]

**Career objective:**

To make a career in the field of professional sales as a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [position in which the applicant wants to work] and use my \_\_\_\_\_\_\_\_\_\_\_\_\_\_ [type of skills the applicant wants to apply] for the benefit of the organization.

**Work History :**

* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [position in which he was working] (from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_) [joining date and leaving date]

I was in charge of:

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[mention all the duties and job functions]

**Professional associates:**

* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[mention all the governing bodies of which he is a professional associate]

**Education details:**

* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [name of the degree or course pursued] with specialization in \_\_\_\_\_\_\_\_\_\_\_\_\_\_ [field of specialization] from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [name of the educational institution] in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [year of completion of the course]
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [name of the degree or course pursued] with specialization in \_\_\_\_\_\_\_\_\_\_\_\_\_\_ [field of specialization] from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [name of the educational institution] in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [year of completion of the course]