

AMBER JOHNSON

OBJECTIVE

A results-driven, motivated and organized professional seeking a position within your organization where I am able to utilize my sales and operations background to strengthen relationships, build efficiencies and increase profit.

SUMMARY OF SKILLS

- Able to determine and connect with the mission and purpose of the organization and clients
- Strong communication, organization and management skills
- Skilled in presentation logistics; development, data analytics and public speaking
- Proven ability to translate business goals into actionable deliverables
- Adept in strategic planning and budgeting

PROFESSIONAL EXPERIENCE

September 2014-Present Creative Group, Inc. Appleton, WI
Account Manager

- Implement standard operating procedures and business goals for a roster of diverse clients, as well as internally
- Oversee operations of client programs
- Formulate and execute client marketing strategies
- Integral in development and growth of associates
- Proven ability to nurture existing, as well as recruit new talent
- Continuous management and real-time forecasting of client budgets and finances
- Proficient technology experience, including Microsoft Office, Excel, and PowerPoint, in addition to mastering proprietary software systems.
- Complements sales team in selling a multitude of hard/soft goods, as well as technology add-ons including custom websites, virtual meeting platforms and event apps
- Collaboration and relationship building with internal and external clients

January 2012-September 2014 Premier Inc. Appleton, WI
Affiliate Regional Director

- Developed and strengthened key relationships with affiliate members
- Expert in troubleshooting budget and pricing discrepancies, as well as identifying cost savings measures.
- Developed key client retention initiatives
- Researched and developed new and existing client contracts
- Recruited, onboarded and trained incoming associates to best-in-class standards

COMMUNITY ACTIVITIES

Victim Crisis Responder, Appleton/Neenah/Menasha/Town of Menasha Police Departments

February 2014 - Present

- Provide emotional support to members of the community after traumatic incidents such as sudden deaths, domestic violence, and suicides; amongst many other scenarios
- Provide referral information to victims for long term care solutions
- On call 24 hours a day, 7 days a week to take calls

EDUCATION

1994 - 1997	Kimberly High School	Kimberly, WI
1996 - 1999	United States Army National Guard	Various Locations
1997 - 1998	University of Wisconsin Oshkosh	Oshkosh, WI

ADDITIONAL SKILLS

- Certified First Responder CPR/AED/FAID
- Certified Youth Mental Health First Aid