**ABOUT**

11+ years’ experience working in a sponsorship management capacity. Exceptionally skilled in determining different avenues to obtain corporate sponsorships, and collecting funds for various projects.

**EDUCATION**

**Utica Business School, Utica, NY – 2014**Master of Business Administration

**Utica Business School, Utica, NY – 2009**Bachelor of Business Administration

**CONTACT**

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(045) 999-9999

james.stuart@gmail.com

**CAREER HIGHLIGHTS**

* Successfully obtained funding from 2 sponsorship sources fulfilling the required amount for a large company event.
* Implemented a funds management system, which dynamically tracked the amount of money pouring in.
* Reduced the number of rejections from prospective sponsors by training staff members in handling initial proposals.

**EXPERIENCES**

**STORE MANAGER**

**American Council for Technology | 2011-present**

* Conduct required research to research, solicit, and secure supporters to meet corporate sponsorship goals.
* Develop and submit high-quality sponsorship proposals, appeals, and reports in coordination with various departments.

**STORE OFFICER**

**Dayton Inc | Feb 2008 – Mar 2011**

* Investigated sponsorship opportunities from commercial business sectors, and performed needed follow-up.
* Formulated sponsorship proposals, and ensured that all sponsorship requirements were properly met.

**PROFESSIONAL SKILLS**

* Proposal Customization
* Press Release Writing
* Media Liaison
* Funds Management
* Communication

**Mick Williams**

Store Manager