

Jade Soto

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Professional Summary

Dynamic and results-driven Senior Account Executive with over 11 years of experience in manufacturing and distribution. Expert in driving revenue growth, optimizing supply chains, and enhancing operational efficiency. Proven track record of executing strategic sales plans, reducing costs and executing initiatives to achieve organizational goals. Adept at negotiating with suppliers, improving processes, and fostering strong customer relationships.

Core Competencies:

- Sales Strategy and Execution
- Purchasing and Procurement Management
- Operational Efficiency and Optimization
- Supply Chain Management
- Budgeting and Financial Oversight
- Vendor and Contract Negotiation
- Quality Control and Compliance (ISO 9001:2015)
- Process Improvement and Lean Manufacturing
- Customer Relationship Management
- Team Leadership and Development

Professional Experience:

Senior Account Executive

Component Concepts, Oceanside, CA

7/2013-present

- Develop and implement comprehensive sales strategies, increasing annual profit by 48% over prior five years
- Expanded market share and secured key accounts, driving growth in both domestic and international markets
- Leverage insights and innovations across aerospace, medical, and government sectors to drive growth and cultivate long-term partnerships with principle accounts
- Optimize supply chain processes and improve procurement strategies and vendor relationships; negotiate contracts to achieve cost savings and reduced lead times by 30% Y/Y
- Monitor performance, implement cost-control measures, and improve profitability via increased operational efficiency
- Develop and execute sourcing strategies with key suppliers resulting in a 20% reduction in procurement costs Y/Y
- Manage end-to-end operations including procurement of raw materials and components, inventory management, manufacturing, quality control and distribution

Career and Education Specialist

North County Lifeline, Vista, CA

3/2011-2/2013

- Assisted students in selecting educational programs, crafting resumes, interview preparation, and accessing scholarships and financial aid, resulting in a 40% increase in job placement rates
- Developed and led career development seminars on job search, resume building, and interview techniques
- Established relationships with local businesses, educational institutions, and community organizations to improve job placement and educational resources, while managing and tracking client funds effectively

Account Manager

G&B Marketing, Inc., Vista, CA

4/2009-11/2011

- Built and maintained strong, long-term relationships with clients, ensuring satisfaction and fostering client retention
- Identified and capitalized on sales opportunities, driving product upselling to achieve revenue goals
- Coordinated the organization and execution of multiple annual industry trade shows
- Tracked and analyzed account performance metrics to identify trends, assess client needs, and adjust strategies accordingly for continuous improvement

Project Associate

Arbor Scientia, Carlsbad, CA

10/2007-12/2008

- Organized medical education seminars by liaising with clients, physicians, and pharmaceutical representatives; simultaneously ensured seamless execution with external vendors
- Managed project activities, including scheduling, customer communication, and event progress tracking, while evaluating outcomes and providing statistical reports
- Developed event budgets, tracked financials, and collaborated with project management and production teams to maintain a cohesive program message

Sales/Administrative Assistant

DYK Incorporated, El Cajon, CA

4/2006-4/2007

- Authored project awards and abstracts, and created targeted sales and marketing content
- Managed trade show and conference budgets to optimize cost efficiency, while coordinating event logistics
- Maintained and updated 50+ client accounts, facilitating direct communication with existing and prospective clients to foster relationships and drive business growth

EDUCATION:

University of Denver, Master of Liberal Studies, Global Affairs/Environmental Policy

University of San Diego, Bachelor of Business Administration, Marketing Concentration