

KEITH JONES

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SUMMARY

A highly motivated and goal-oriented professional. A key contributor to efficiency, organization, growth, and profitability. Easily builds rapport and makes winning presentations. Establishes and maintains an exemplary network of business associates through effective public relations and superior service, attention and follow-up. A results-driven team builder who leads by example with a strong work ethic, interpersonal skills and problem solving abilities. Successful in accomplishing the company mission, consistently maximizes growth and profitability.

SELECT ACCOMPLISHMENTS

- Developed six new clients, delivering \$105,000,000 in projects.
- Awarded \$29,000,000 in repeat business.
- Established strong network of new contacts within construction community, architects, developers, brokers and owners.
- Doubled sales from \$16,000,000 to \$32,000,000.

SKILL SETS

BUSINESS DEVELOPMENT

SALES AND MARKETING

STRATEGIC PLANNING

KEY ACCOUNT MANAGEMENT

RELATIONSHIP MANAGEMENT

ADVERTISING

WORK EXPERIENCE

MKD Electric

BUSINESS DEVELOPMENT MANAGER

2021-Present

Head up business development for the industrial team for capital projects, shutdowns, and maintenance accounts.

AMS MECHANICAL SYSTEMS, INC.

BUSINESS DEVELOPMENT MANAGER

2018-2021

Direct Business Development efforts for the Industrial sector for AMS Mechanical. Build new business and relationships in Oil & Gas, Chemical, Steel, Power and Food processing clients. Continue to help grow and strengthen established clients. Network with Engineering firms, sub-contractors, vendors and other industry influencers.

STARCON INTERNATIONAL, New Lenox, Illinois

BUSINESS DEVELOPMENT MANAGER

2014- 2018

Responsible for the overall direction for growing existing clientele and establishing new business within the North Region of Starcon. Maintain strong relationships that result in multiple project opportunities and seek out new Client opportunities that match Starcons strategic growth plans. Work with operational staff to set strategic growth plans and establish execution plan.

VALDES ENGINEERING COMPANY, Lombard, Illinois

Business Development Manager

2011-2013

Developed and implemented sales strategies within the Petroleum, Chemical and Food & Beverage Market Sector for this 200+ Engineering Design Firm. Established new relationships that resulted in proposals and new clients for the firm. Also responsible for development of new channel of trade associated with partnerships with Construction Management firms for turnkey opportunities. I sold design and construction services for Valdes and was involved in the procurement of those services.

DELAUTER INC., Crystal Lake, Illinois

DIRECTOR BUSINESS DEVELOPMENT

2010-2011

I was responsible for seeking out new business opportunities and maintaining strong relationships with clients. Develop, coordinate and implement marketing plans designed to maintain and increase existing business and acquiring new opportunities. Lead and direct firm in strategic planning, setting objectives and methods to reach them.

ATWELL-HICKS, Naperville, Illinois

CORPORATE DEVELOPMENT MANAGER

2007-2010

Performed new business development and strategic planning for national land development construction consulting firm. Atwell-Hicks provided engineering services for land developers to prepare their land sites for construction. The clients were Commercial, Industrial, and Manufacturing developers. I Strengthened business relationships with existing clients to maximize potential for new opportunities. Train and mentor project managers to improve relationship building skills focused on new business development. Secured five new clients, resulting in new revenue of \$5,000,000.

HARBOUR CONTRACTORS, INC., Plainfield, Illinois

VICE PRESIDENT OF BUSINESS DEVELOPMENT

2000-2007

Accountable for sales and marketing of construction services company providing general contracting, construction management and design build services in the Midwest. Constructed Industrial, Manufacturing, and Commercial projects. Solicited and obtained new clients while maintaining existing accounts. I led new business development and strategic planning.

Developed business opportunities and established growth plans for individual accounts and personally managed account calls, presentations and negotiations. Established and maintained excellent network of business associates. Created and implemented innovative marketing and advertising strategies to promote business and increase sales.

I also headed up procurement of Phase 3 engineering services for road construction projects in the Public Sector.

CITY OF WHEATON, Wheaton, Illinois

PUBLIC WORKS ENGINEER

1992-2000

Coordinated with retail developers, housing developers and road construction companies on projects. Acted in conjunction with the city planner on redevelopment of downtown area. Collaborated with architects, brokers and owners to complete development projects successfully. Maintained adherence to city specifications and codes. Planned and developed Public Works Department budget for city.

CENTRAL INTELLIGENCE AGENCY, Washington D.C.

FEDERAL LAW ENFORCEMENT OFFICIAL _____1989-1992

Maintained top-level security clearance, provided protection for agency personal and agency information

EDUCATION

NATIONAL-LOUIS UNIVERSITY, Chicago, Illinois

BACHELOR OF SCIENCE IN BUSINESS MANAGEMENT, 1991

PROFESSIONAL TRAINING

Numerous training classes and seminars, including time management, business development, sales, and executive sales.

SOFTWARE SKILLS

Microsoft Office, Outlook, Excel, ACT Sales Database

MILITARY SERVICE

UNITED STATES MARINE CORP, Camp Pendleton, California,

SERGEANT, 1981-1985. Achieved rank of Sergeant, serving in infantry and security.