



## PROFILE

Have spent the last 20 years in the ad specialties industry, and have worked all facets from shipping clerk to production & research to sales & marketing through to production management and business development. Member of SAGE & PPAA.

## CONTACT

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# NICK AHLBORN

Sales Support / Project Management

## WORK EXPERIENCE

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### **The Urban Circle LLC – Production Manager**

April 1, 2019 – February 2021

Serve as sales support/production manager for an ad-specialties distributorship. Main function is to oversee the production process once a quote is converted into an order. I submit vendor PO's, review proofs, get approvals and manage to delivery. Additional responsibilities grew to include producing actual quotes; creating and managing all corporate communications (write company letters, write scripts for company commercials, conduct Zoom video interviews of customer testimonials to record & edit); cultivate social media on Linked In and Facebook to convert leads into sales.

### **SES Promo - Owner**

2006 – Present

Owner of SES Promo, and ad specialties distributorship. I started the company and was a 1-person distributorship since 2006. I was responsible for sales, marketing, create mock-ups, research, production, delivery. I have a proficiency in SAGE presentations, along with moderate understanding of Zoho CRM.

### **RCA Gifts & Promotions - Sales Assistant**

January 2000 – September 2006

I was a sales assistant doing production and research for each project given by the sales team. Provided all information for sales team to produce quotes and then take over management of the projects once the sale was closed.