

OWNER, PERSONAL CHEF

Areas of Expertise

- CAREER FOCUS: ENVIRONMENTAL SCIENTIST
- Accomplished sales and marketing professional with Bachelor of Science Degree in Biology and Master of Business Administration Degree. Professional background in Environmental Science and Research and Development industry. Eight years' experience growing and building successful home-based Personal Chef Business. Expert qualifications in identifying and capturing market opportunities to accelerate expansion, increase revenues and build client base. Areas of expertise include:
- Marketing & Business Development
- Client Relationship Management
- Budgeting and General Accounting
- Creative sales strategies
- Resolving client concerns
- Pricing and sales analysis
- Strong follow-up
- Post-sale customer support
- Proactive marketing concepts

Professional Experience

Owner, Personal Chef

January 2006 to January 2014 Company Name i¼ City , State

- Established successful marketing and sales strategies including implementation of Gourmet-to-Go sales counter at local supermarket Acquired 20 new clients within first year of business and continued growth throughout remainder of ownership Managed entire selling cycle, acquisition of new clients, needs assessment, bid proposal and pricing, to negotiations, sales closing and follow up.
- Planned, coordinated and executed events for up to 125 people Accomplishments Winner of local Blue Water Area Chamber of Commerce "Freshwater Flavors Award" during first year of business Business by Referral Team Facilitator for Blue Water Chamber of Commerce.

Environmental Scientist

January 2001 to January 2006 Company Name i¼ City , State

- Performance of Phase I and Phase II Environmental Site Assessments, National Environmental Policy Act Reviews and Real Estate Transaction Screens throughout Midwest Interpretation of analytical results, development of corrective actions and presentation of findings in formal reports Performance of Hazardous Material Surveys including comprehensive asbestos, lead based paint and mold investigations and evaluations for industrial, residential, and commercial facilities throughout Michigan Performed industrial hygiene sampling and indoor air quality investigations Conducted on-site field quality controls including soil and groundwater monitoring Responsible for maintenance of several client accounts including daily and weekly project management Because of unique detail orientation, chosen to act as liaison with Verizon and Sprint regarding environmental statutes, regulations, training and applications.

Education

Master of Business Administration : May 2003 University of Michigan i¼ City , State

Gained knowledge of marketing and sales principles through courses in Marketing Management, Principles of Finance and Strategic Management courses *Strengthened communication and persuasive skills through active participation in Communication in Organization and Human Resource Management courses GPA: GPA: 6.8/8.0 GPA: 6.8/8.0

Bachelor of Science : Biology , May 1999 Wayne State University i¼ City , State Biology Gained knowledge of healthcare topics through courses in Physiology, Chemistry, Microbiology, Genetics and Neurobiology

Accomplishments

- Certified Hazardous Materials Manager (2004- 2010) Accredited Asbestos Building Inspector - Michigan (2003- 2006) OSHA 29 CFR 191.120 40-hour Hazardous Waste Training and subsequent 8-hour refresher courses (2002-2006) Accomplishments Introduced new company-wide National Environmental Policy Act report template Chosen to represent company as marketing liaison with Commercial Real Estate Women (CREW) including Annual Golf Outing Co-Chairperson (2005) Product Development Technician Intertape Polymer Group, Marysville, Michigan 1999-2001 Performed ASTM testing methods and utilized ISO standards for all product development phases including standard and end-use performance testing of products Performed quality control functions including testing and development of work instructions for laboratory use Worked with Environmental Health and Safety Coordinator to address safety issues presented by laboratory employees.
- Accomplishments Updated and revised Chemical Hygiene Plan for Research and Development department Optometric Technician Shores & Associates, Port Huron, Michigan 1997-1999 Managed daily operations of small optometric physician's office.
- Carried out scheduling, filing, supply ordering, inventory control and customer service.
- Obtained patient vital signs and performed initial diagnostic testing prior to Optometrist exam
- Telemetry Technician Mercy Hospital, Marysville, Michigan 1993-1995 Performed Cardiac Telemetry monitoring Assisted nurses with obtainment of vital signs and basic patient care.

Interests

Port Huron Area School District Visionary Team Member (2014) Volunteer Coach YMCA BlueWater Half Marathon (2013) Thomas Edison Elementary PTA Co-President (2013-2014) Thomas Edison Elementary PTA Board Member (2011-2013) Sparrow Hospital Emergency Room

Volunteer (1993)

Additional Information

- COMMUNITY SERVICE Port Huron Area School District Visionary Team Member (2014) Volunteer Coach YMCA BlueWater Half Marathon (2013) Thomas Edison Elementary PTA Co-President (2013-2014) Thomas Edison Elementary PTA Board Member (2011-2013) Sparrow Hospital Emergency Room Volunteer (1993)

Skills

General Accounting, Biology, Budgeting, Business Administration, Business Development, Chemistry, closing, Client, clients, customer support, ENVIRONMENTAL SCIENTIST, Environmental Science, Finance, FOCUS, Genetics, Human Resource Management, Interpretation, marketing, market, Marketing Management, marketing and sales, needs assessment, negotiations, paint, persuasive, Physiology, Pricing, project management, proposal, quality, Real Estate, Relationship Management, Research, selling, sales, sales analysis, Strategic Management, Surveys, unique