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**Objective:** To obtain a position as a Inside sales.

**Summary of Achievements:**

- Initiated a sponsorship program which raised over \$300,000 in three years
- Coordinated local emergency response units with FEMA and other local and Federal authorities to facilitate disaster and emergency situations
- Strong background in sales, marketing, organization, and staff development

**Experience:**

Land O' Lakes Pine Island, MN

Slurry Tech 2011- Present

- Make cheese products
- Maintain accurate formulas and documents
- Follow all EHS and PPE standards for food safety
- Test and verify all products before drying

Afford-A- Bath of Austin, MN

Installer 2010-2011

- Install bath systems
- Bidding of jobs
- Managing jobs from start to finish

Luxury Bath of Rochester

Outside Sales Advisor, 2009- 2010

- In home sales for bath systems
- Bidding and proposals for residential systems
- Manage accounts and collections

Pine One Hour and Air Conditioning

Comfort Advisor, 2009 – 2009

- Contact Businesses and sell service agreements for heating and air conditioning
- In home sales for heating and air conditioning
- Bidding and proposals for commercial accounts
- Manage commercial accounts and collections

Faith Sound Inc., Rochester, MN

Director of Sales, 2005 - 2009

- Initiated a sponsorship program for KFSI radio
- Contacted area businesses and individuals for sales and marketing opportunities
- Utilized several programs to grow and maintain our customer base
- Responsible for maintaining accurate billing and other financial records
- Conducted on and off air interviews with clients and other guests
- Conducted staff interviews

Faith Christian School, Rochester, MN  
Principal, 2007 - 2009

- Managed accounting responsibilities including payroll and billing
- Coordinated new student enrollment and oversaw student retention and development
- Conducted staff interviews and training programs

First Supply, Rochester, MN  
Sales Associate, 2004 – 2005

- Maintained and facilitated commercial and residential customer orders
- Responsible for keeping a high level of customer service including special orders and sales floor assistance

Faith Sound Inc., Rochester, MN  
Music Director, 2001 – 2004

- Responsible for inputting all music and programming into the computer Conducted staff interviews
- Organized and oversaw youth camp and activities

### **Education:**

- Mayo High School, Rochester, MN Graduated 1997
- Riverland Community College, Austin, MN Firefighting Certificate Levels I & II Completion 2003
- Southeastern Minnesota EMS First Responder 2003
- North Mankato University, North Mankato, MN Part Time Peace Officer License 2007
- Red Cross of Minnesota , First aid and CPR Instructor 2010- Present
- Minnesota Safety Council , Forklift Instructor 2011- Present

### **Activities & Volunteer Work:**

- Land O' Lakes Pine Island, MN
- Safety Committee 2011- Present
- Kasson Police Department, Kasson MN
- Reserve Officer 2011- Present

- Olmsted County Sheriff's Department, Rochester, MN
- Transport Division 2008 - Present
- Olmsted County Sheriff's Department, Rochester, MN
- Reserve Deputy 2008 - 2011
- Oronoco Fire Department, Oronoco, MN 2003 - 2009
- Oronoco Emergency Operations Director, Oronoco, MN 2003 - 2009
- Oronoco First Responders, Oronoco, MN 2003 - 2007

**References:**

- Available upon request