

Proficient in Multiple Fields

- Certified in: Labor Safety Training and Inspection, Ergonomics Training
- Management of: Inventory, Purchasing, Small Business Offices, Expenses, Customer Accounts, Collections and Customer Service
- Certified and Licensed in Property and Casualty, Life and Health Insurance for Individuals and Small Businesses
- Top Level Marketing and Nationwide Sales Achievements in both Insurance and Mortgage Loans

Qualified Expertise in the Craft of Resumé Creation

- Continuing Education in Resumé Trends
- Knowledge of current resumé Styles
- Expertise in key words sought on resumés for key positions

Social Media Savvy

- Continuing Studies in algorithms based on industry
- Highly perceptive in the functions of Social Media marketing
- Experienced in creating profiles an all current social media outlets
- Adept in cultivating constant growth



Applied Journalism and Licensed Broadcast Journalist

- Credited College Journalism Education
- Published Author
- Licensed and Experienced Radio D.J., Broadcast Journalist and Spokesperson
- Interviewing artists, politicians, and a variety of people

Website Development

- Experience developing websites for a variety of individuals and businesses and the ability to build simple or complex sites depending on the needs of the client
- Proficient at building according to client direction and design requirements by working closely with clients to ensure the perfect site for their business
- Streamlining Existing Social Media Profiles and Websites together to achieve all marketing benefits available

Author, Ghost Writer, Technical Writer, Editor & Blogger

- Passionate, Experienced and Published Author
- Popular Fiction and Editorial Blogger
- Accredited Technical Writer
- 25 years combined experience in: ghost writing, editing, and catalogue writing

Photoshopping for Catalogues, Models, and More

- 10+ years Experience with Adobe Photoshop, Aviary and other photo editing programs
- Editing Excellence in: Portraits, Scenes, Catalog Photos and Specious Photo Creation for humor or entertainment

PERSONAL AND PROFESSIONAL REFERENCES FURNISHED UPON REQUEST

(To learn more about experience with Pet Care see Pet Services Tab)