

Objective

A results and task oriented MBA, PMP with over 10 years of quality experience in business management and development. Strong marketing, market research, business analysis, written/oral communications, business development, management and human resources experience with a proven record of consistently building and maintaining a diverse business to business and consumer client base; including strategic development, program management and implementation of marketing and sales techniques to build market.

Skills

Machining Welding Fabrication, Read Shop Prints, Team Coordinator, Manufacturing.

Work Experience

Franchise Owner I

ABC Corporation - June 2012 – January 2016

- Provider of in-home care and support for people in their homes, retirement communities, assisted living and skilled nursing facilities.
- Serve as project manager for all revenue and non-revenue building activities.
- Researched and created policies and procedures needed to gain the proper license to conduct business in Maryland.
- Recruit, interview and hire all nursing support staff.
- Provide staff supervision to a nursing pool of 20 to 50 employees.
- Negotiate contracts with various healthcare facilities.
- Responsible for all operational, marketing, human resource and financial/business analysis projects to establish process improvements.

Franchise Owner

ABC Corporation - 2007 – 2012

- We sold the business in order to move to Colorado.
- As a business owner I was responsible for interviewing, hiring, training and continuously evaluating the performance of the employees.
- Utilized a Microsoft Excel program to keep track of business performance, documenting purchases, inventory, sales, food costs and labor costs, and then generated a weekly report which was submitted to the Franchise office.
- Monitored inventory and placed food orders twice weekly.
- Was very hands-on and interacted directly with my guests, averaging 50 hours per week in the business since I retired in 2010.
- Being handy and knowledgeable with tools and equipment, I repaired and maintained most of my equipment myself.
- Managed deposits, payments and checkbook, and filed state and local sales taxes monthly..

Education

M.B.A. - (UNIVERSITY of BALTIMORE and TOWSON UNIVERSITY - Baltimore, MD)