Education Expanded

**Education**

**Bachelors**– Alpha Beta Kappa – Dean’s List

Business Management Practice

Business Management & Technology

Associates

Business Management Practice

Business Management & Technology

Certificate

Office Applications

April 2006 to April 2009

Charter College Anchorage, AK

Relevant Classes

Technical Writing, Research Methodologies, Project Management, Telecommunications, Statistics, Business Law, Contract Management, Human Resources, Operations Management, Marketing

Website Development & Design

May 2003 to present

GNC Web Creations Universal City, TX

Business Marketing

August-December 2005

University Alaska Southeast Juneau, AK

Fashion Design (Certificate)

September 1995 to May 1997

Solano Community College Suisun, CA

Certifications

Microsoft Office 2003 Master – March 2009

Nine Star Education & Employment Services Anchorage, AK

Training

State of Alaska

HIPAA Security Training July 2013

Advanced SharePoint for Site Owners & Power Users June 2013

Introduction to Share Point with Lab April 2011

HIPAA Security 201 Training March 2011

Introduction to Supervisor Training March 2011

Basic Care Coordination Training for Quality Assurance March 2010

Introduction to Office 2007 May 2009