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### **SKILLS PROFILE**

- More than 10 years successful experience in customer service with recognized strengths in account maintenance, problem-solving & trouble-shooting.
- Solid computer skills. Excellent working knowledge using both IBM and Mac.
- A team player—Ability to train, motivate, and supervise employees.

### **ACHIEVEMENTS**

- Anthony Robbins Course, The Competitive Edge, 1996
- Anthony Robbins Course, Unleash the Power Within, 1997
- Dale Carnegie Human Relations and Sales Course, 1987
- Emerging Leader Award 1987
- 4 1/2 minute documentary on Sylvester Stallone, 1992

### **EMPLOYMENT**

1999 – Present

Errands Unlimited Inc., Golden, CO

#### **Owner/Manager**

- Work with 3 sales professionals covering the Denver Metro area.
- Solve customer challenges and maintain quality control/satisfaction.

1995-1999

Christopher Consulting, Golden, CO

#### **Sales Associate**

Worked with nationally acclaimed teacher and writer in soliciting clients.

- Received Customer Service Award 1998.

1994-1995

Naturalizer Shoe Store, Aurora, CO

#### **Sales Associate**

- Received Customer Service/Customer Satisfaction Award 1994.

1992-1994

Eye of the Tiger Productions, Golden, CO

#### **Owner/Manager**

- Imported textile goods from Mexico.
- Set up and covered trade shows in Denver.

### **EDUCATION**

**Colorado Institute of Art**, Denver, CO

Associate of Applied Science Degree, March, 1992.