**John Findlay**

Current Address: Phone: 240-793-1606

21616 First St. E-mail: JohnFin19@yahoo.com

Laytonsville MD, 20882

**Education**

West Virginia University, Morgantown, WV

Bachelor of Arts in Communication Studies

Graduation May 2011

Major GPA 3.66

**Relevant Skills**

**Leadership Experience**

* Supervised a team of 10 employees on and off job site
* Independently hired 7-10 crew members and delegated team responsibilities
* Managed all aspects of company profiting over $10,000
* Extensive coordination of marketing management generating over 5 new potential clients a day

**Organization**

* Diligent job coordination supervising multiple job sites daily
* Assembled over 20 customer meetings
* Recruited 10 staff members that profited $1,000 each to company
* Coordinated over 15 free estimates for potential new clients

**Interpersonal Skills**

* Consulted over 10 interviews of crew member prospects
* Conducted multiple one on one interviews with potential cliental that generated over $10,000 for company
* Inspired random marketable field through cold calling that helped induce a profit margin for company
* Developed excellent customer relations that produced returning customers

**Work Experience**

Tuition Painters One year paid internship Jan.2006-Jan.2007

Contemporary Services Event Staff Supervisor June 2009-present

Red Lobster Head VIP Server May 2010-present

**Accomplishments**

Dean’s List summer 2009 through spring 2010

VIP award for outstanding customer service

Russian Honors society