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Objective

To achieve a short term goal of successfully interviewing and retaining a position in your company to build experience in the health and medical field.

Skills Summary

- Customer Service (technical support-intake-asi-treatment planning)
- Banking (bookkeeping, Tax and resource management, general ledger)
- Sales (recruiting-retail-commercial-quotas)
- Hospitality (Sales retention -phones-web sites)
- Social Services (outreach-groups and classes-recruiting) l
- Non-Profit Management (Compliance and writing rules and education to staff)
- Counseling (Treatment modalities-intake screening-operations)
- Bilingual in Chinese and English w/current study practice of Spanish

Technical Skills

- Stellar Literacy in current social media (Facebook , Linked in , Pastebin)
- Effective design, creation and implementation of various databases (Avatar, Daisy)
- Report metrics Spreadsheets (excel) and dynamic user capacity of accountancy systems (Cubs, Facts ,Mas90)
- Commercial grade writing and editing using free media
- Linear hobbyist experience upgrading and maintaining stand alone (data)systems
- Trouble shooting and implantation of open source software and hardware