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## Executive Coach Resume

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### Job Objective

Looking for a challenging role as an Executive Coach for a reputed and well established organization.

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### Work Experience:

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- Executive Coach, 2007 – Present
  - Vistage International Inc., San Diego, CA
  - Improved executives individual performance and productivity skills.
  - Organized business plans and built corporate values.
  - Offered professional support to executives and professionals.
  - Assisted executives to improve the performance of executive duties.
  - Advised executives to improve own time management, communication style and leadership style.
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### Summary of Qualifications:

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- Solid ability to work effectively with a wide range of executives.
  - Extended ability to establish and maintain effective business relationships.
  - Strong ability to improve management and leadership skills of executives.
  - Broad experience in financial, administrative and operational aspects of small business management.
  - Immense ability to overcome executives leadership shortcomings and fulfill their executive potential.
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### Education:

B.S in Communication Arts, 2005, West Chester University of Pennsylvania  
M.S in Business Management, 2007, West Virginia University

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