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## Health And Wellness Consultant Resume

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### Job Objective

To obtain a Health and Wellness Consultant position that will promote growth, stability and opportunity for advancement.

### Areas of Excellence:

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- Remarkable experience in administering health and wellness programs
- Deep knowledge of worksite health promotion programming
- Familiarity with relevant regulatory requirements
- Proficient with Microsoft Excel, Word, Access, and PowerPoint
- Ability to establish and influence relationships
- Ability to write reports, business correspondence, and procedure manuals
- Superior presentation skills and organizational skills

### Professional Experience:

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Health and Wellness Consultant

Hover, Wheaton, IL, August 2005 – Present

- Coordinated with internal and external business constituents.
- Managed multiple product and business growth functions.
- Assisted all levels of organization.
- Formulated proposals and presentations.
- Aided as key point of interface.

Health and Wellness Consultant

Beetel Inc., Wheaton, IL, May 2000 – July 2005

- Established project plans with key milestones.
- Evaluated and reviewed project progress and results.
- Recognized issues, evaluated and maintained critical facts.
- Aided ideation and development of new products.

### Education:

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Associate Degree in Clinical Health

Terra Community College, Fremont, OH

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