
Small Business Consultant Resume

Job Objective

To obtain a Small Business Consultant position that fully utilizes my experience and abilities.

Areas of Excellence:

- Remarkable experience in Advertising, Client Services and Internet Marketing
 - Huge knowledge of finance and business related work
 - Deep knowledge of documentation of business requirements
 - Familiarity with online advertising space
 - Amazing ability to manage multiple projects
 - Superior communication and interpersonal skills
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Professional Experience:

Small Business Consultant
Flik, Lilburn, GA
August 2005 – Present

- Outlined internal control and audit systems.
- Coached employees on company's standards.
- Assured proper performance of spot-checks and audits.
- Managed business partners for market training.

Small Business Consultant
Rainbow, Inc., Lilburn, GA
May 2000 – July 2005

- Executed underwriting tasks for Remote Deposit Capture product.
 - Evaluated Internal Control and Quality Review data.
 - Coordinated with management with regard to risk and control of operations.
 - Aided special projects as assigned.
 - Established strategies that drive Small Business quality.
 - Corresponded about concise quality updates to Small Business.
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Education:

Bachelor's Degree in Business Management
McNeese State University, Louisiana, LA

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