
University President Resume

Job Objective

Qualified University President seeking the chance to fill position with organization that will make use of my training to aid in the growth of company and my career.

Highlights of Qualifications:

- Extensive experience of university growth, budgeting process, and staff management activities
 - Sound knowledge of academic affairs and educational programs of the university
 - Commendable knowledge of budget development, fiscal management, and expenditure control
 - Familiarity with university resources, fundraising, and accreditation processes
 - Ability to prepare and deliver highly effective presentations to senior level management
 - Ability to operate computer and use standard computer software, efficiently
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Professional Experience:

University President
Benedictine University – Mesa, AZ
August 2012 – Present

Responsibilities:

- Identified, acquired, and maintained all resources of the university.
- Supported and directed expansion and maintenance of all facilities of the university.
- Hired, developed, and supervised a highly efficient team of university officials.
- Planned and implemented university budget and controlled overall expenditure.
- Forecasted, communicated, and achieved all financial results, in a successful manner.
- Built and maintained positive relationships with accrediting agencies and higher education boards.

University President
Cornell University – Ithaca, NY
May 2009 – July 2012

Responsibilities:

- Monitored and maintained all properties and resources belonging to the university.
 - Supported and directed all fundraising and development programs of the university.
 - Supervised and managed all university-sponsored intercollegiate athletics and alumni events.
 - Obtained and reported university's financial information to the Board of Regents.
 - Setup and maintained open line of communications between students and the administration.
 - Discussed and consulted with the Board of Regents on various university matters.
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Education:

Master's Degree in Political Science
University of South Florida, Tampa, FL

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