

CLIENT'S "BEFORE" RESUME

RÉSUMÉ OF

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OBJECTIVE

To obtain a position in business development or operations in an area directly involved with profit and productivity.

PROFESSIONAL EXPERIENCE

Twelve years experience in marketing and administration for substance abuse and psychiatric hospitals.

3/95 to 6/97 New Century Behavioral Health Systems, Southfield, Michigan

Currently Chief Executive Officer of Century Behavioral Health System of Toledo, Toledo, Ohio, an integrated behavioral health system with an operating budget in excess of ten million dollars.

Responsibilities:

Responsible for the achievement of all budgetary objectives including: FTE and salary management, control of non-salary operating expenses, census goals, marketing objectives, profitability, and all other administrative functions in the daily operation of the hospital.

9/94 to 3/95 Advanced Care, Grand Rapids, Michigan

Regional Director of Advanced Care, an integrated behavioral system with an operating budget in excess of thirty million dollars.

Responsibilities:

Responsible for the development and management of free standing ambulatory mental health centers with an emphasis on business and product development.

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9/91 to 9/94

Lake View Hospital, Grand Rapids, MI

C.E.O. of Lake View Hospital, Grand Rapids, Michigan, a sixty-two bed psychiatric hospital with an operating budget in excess of eleven million dollars.

Responsibilities:

Responsible for the achievement of all budgetary objectives including: FTE and salary management, control of non-salary operating expenses, census goals, marketing objectives, profitability, and all other administrative functions in the daily operation of the hospital.

3/88 to 9/91

Sunrise Hospital, Athens, Georgia

C.E.O. of Sunrise Hospital, a fifty-nine bed psychiatric hospital with an operating budget in excess of seven million dollars.

Responsibilities:

Responsible for the achievement of all budgetary objectives including: FTE and salary management, control of non-salary operating expenses, census goals, marketing objectives, profitability, and all other administrative functions in the daily operation of the hospital.

3/87 to 1/88

New Beginnings, Wilmington, North to Carolina

Administrator of New Beginnings, a twenty-seven bed free-standing substance abuse hospital.

Responsibilities:

Responsible for the attainment of operating goals established by the Board of Directors and Corporate Office, including efficient use of staff, facility, and materials, profitability, and successful penetration in the marketing area.

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2/86 to 3/87 Administrative Director of a sixteen bed hospital based substance abuse program.

Responsibilities:

Responsible for staff supervision, marketing, therapy issues, community relations, and all other administrative duties.

9/83 to 1/86 Marketing director for both substance abuse and psychiatric hospitals

Responsibilities:

Responsible for marketing the hospitals to the professional community, coordinating all community relations activities, census management, and preparation of all marketing reports

**OTHER
EXPERIENCE**

One year experience in hotel management.

Responsibilities:

Guest Relations.

Working with marketing and sales staff as night operations manager in a 705 room resort and convention center.

Five years experience as a sales manager/salesman.

Responsibilities:

Training of sales staff.

Establishing new accounts, maintaining existing accounts, and marketing of new products.

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Six years of experience in retail management

Responsibilities:

Training and supervision of all employees.

Inventory Control.

Advertising and customer relations.

EDUCATION

Mt. Vernon College - Two Years

Mt. Vernon, Washington

Lane College - Courses in Business Administration

Eugene, Oregon

Anderson University - Business Management Degree

Chicago, Illinois

REFERENCES

Available upon request.