

JASON FARERI

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OBJECTIVE

To obtain a marketing or sales position that utilizes my experience & education, enabling me to be an asset in the Oil and Gas Industry.

PROFESSIONAL EXPERIENCE

Arc Human Services, Inc., Houston, PA 08/10- Present
Program Supervisor

- Monitor employees progress toward the individuals goals
- Supervise 16 employees and 30 clients
- Utilize time management skills to complete necessary assignments
- Complete necessary paperwork to process billing and payroll
- Ensure open lines of communication among all levels of support
- Assist with marketing campaigns and branding
- Organize Charity Golf Outing for 100 golfers (Doubling profits from previous years)
- Member of the fundraising committee for different ventures and ideas

In-Home Leader 08/09- 07/10

- Managed scheduling for a group of individual clients
- Oversaw timely completion of tasks from staff
- Developed daily/monthly/quarterly reports based on government requirements

Summer Camp Counselor 05/05 - 08/06 & 06/09 - 08/09

- Organized daily activities
- Mentored individuals with disabilities to interact with others

General Nutrition Centers, Inc., Pittsburgh, PA & Akron, OH 12/06 - 06/09
Sales Associate

- Helped customers find products fitting their needs
- Trained new employees on product and procedures
- Met and exceeded goals for the company

EDUCATION

The University of Akron, Akron, OH 12/08
Bachelor of Science, Marketing Management & Sales Management

Marketing Resource Group, Akron, OH 05/08- 08/08
Marketing and Sales Intern

- Developed databases for potential clients
- Accompanied CEO during sales calls
- Researched future business opportunities

Dale Carnegie Course: Effective Communications and Human Relations/Skills for Success 04/09-06/09

COMPUTER SKILLS

Microsoft Office (Word, Excel, PowerPoint, Outlook, Access), Internet Explorer