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| A person looking to the right |  | JordanEllis  |
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| contact 786-543-2100jordanellis@email.comwww.personal-website.comLANGUAGESEnglishFrenchSKILLS* Business Development
* Marketing & Sales Strategy
* Financial Analysis
* Team Leadership

Certifications* Certified ScrumMaster (CSM)
* Certified Business Analysis Professional (CBAP)
* Digital Marketing Professional Certification
 |  |  | ProfileAiming to leverage analytical and management skills in a business development or operations role, driving company growth and efficiency.EDUCATION HISTORYBachelor of Business Administration, Jan 20XX - June 20XXSeattle UniversityWORK EXPERIENCEOperations Manager | DEF Group | Aug 20XX - Dec 20XX* Oversee daily operations, ensuring organizational goals are met.
* Manage and train a team of 15, fostering professional development.

Project Coordinator | GHI Inc. | Aug 20XX - Dec 20XX* Updated the graphic design of Starling and Copper’s landing page to better align with the company’s new brand identity.
* Led several graphic design projects to improve the company’s marketing and website experience.
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