



Dionne Washington

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am an energetic, ambitious person who has developed a mature and responsible approach to any task that I undertake, or situation that I am presented with. As a graduate with three years of experience in management, I am excellent at working with others to achieve a certain objective on time and with excellence.

Preferred occupation Top management, corporate jobs
Preferred work location Phoenix
Arizona

Contacts and general information about me

Day of birth 1982-10-15 (42 years old)
Gender Female
Residential location Phoenix
Arizona
Telephone number *Information is available only for registered users.*
[Sign in](#)
Email address *Information is available only for registered users.*
[Sign in](#)

Work experience

Working period **nuo 2019.01 iki 2020.12**
Company name Project Roots Inc
You were working at: Administrative Executive jobs
Occupation Director of Operations
What you did at this job position? Responsible for managing the day-to-day operations necessary to ensure that the organization achieves its objectives.

Working period **nuo 2015.01 iki 2020.12**
Company name Dionne Events
You were working at: Chief Operation Officer (COO) jobs
Occupation Creative and Operational Director
What you did at this job position? Their main duties include selecting venues, determining the cost, arranging event services and monitoring client approval.

Working period **nuo 2012.02 iki 2015.05**
 Company name Grand Canyon University
 You were working at: Supervisor, team Lead jobs
 Occupation University Enrollment Representative Lead
 What you did at this job position? Conducting interviews, developing alumni networks, assessing recruitment effectiveness, visiting community colleges, organizing campus tours, and answering to questions of prospective students.

Education

Educational period **nuo 2012.05 iki 2015.05**
 Degree Bachelor
 Educational institution Grand Canyon University
 Educational qualification Bachelor in Applied Management
 I could work Leadership/Management Roles

Educational period **nuo 2018.10 iki 2020.11**
 Degree Master
 Educational institution Grand Canyon University
 Educational qualification Masters in Business Administration
 I could work CEO/COO/CFO Roles

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent

Computer knowledge

Windows
 Mac OS
 Microsoft Office
 Adobe
 Social Media Platforms

Recommendations

Contact person Shawntel Toliver
 Occupation Enrollment Manager
 Company Grand Canyon University
 Telephone number +1 (720) 410-4868
 Email address stoliver@live.com

Contact person	Tanisha Lee
Occupation	Enrollment Counselor
Company	Grand Canyon University
Telephone number	602-430-0592
Email address	tanisha.lee@gcu.edu

Additional information

Driver license from	1999-01-00 (25 years)
Salary you wish	7000 \$ per month
How much do you earn now	7000 \$ per month