**JANE SMITH**

VP City, TX 75555 **|** 214-555-1234 **|** janesmith12345@gmail.com

**SUMMARY**

**Vice President**

***Steering leadership to navigate transformational change and produce lasting, sustainable outcomes.***

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**Skills include:** Change Management **|** Strategic Planning & Forecasting **|** Organizational Growth **|** Project Management **|** ROI Analysis |Strategic Alliances **|** Process Improvement **|** Communication & Collaboration **|** P&L Management **|** Financial Modeling | Quality Improvement Analysis **|** Event Planning **|** Training & Development **|** Certified Adult Trainer

**WORK EXPERIENCE**

**ABC Inc.,** Job Title 1,VP City, TX09/2014 - Present

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**Representative Projects**

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**Big Project,** Director, Boss Town, TX01/2017 - 07/2017

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**ABC Inc.,** Director, Other Town, TX 6/2015 - 1/2017

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**XYZ Corp**, **Vice President,** Anytown, TX 7/1995 - 9/2014

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 *-* **John Doe, Retired EVP Supply Chain, XYZ Corp.**

**EDUCATION**

* **Master of Business Administration (MBA) in Global Management**, University of South, South, US
* **Bachelor of Science (BS) in Art History**, Penn State University, State College, PA
* **Dale Carnegie Training:** Certification Course, 2013
* **Dale Carnegie Training:** Certification Course, 2014
* **Dale Carnegie Training:** Certification Course, 2017

**CERTIFICATION**

* **Certified Instructor,** Dale Carnegie 2014 - Present