

**MARC LAMPERT**

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812-639-0428

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**PROFESSIONAL SUMMARY**

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- Highly motivated career professional with a background in business related field.
- Experience working side by side with a management team over seeing product pricing and inventory control. Experience with writing and editing worksheets used to quote estimates on related jobs.
- Computer skilled. Proficient in all documentation/record maintenance/paperwork to ensure accuracy and confidentiality. Strong organizational skills.
- Strong communication skills both verbal and written

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**CREDENTIALS**

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<b>Certification Business Education, Bookkeeping and Accounting</b>	2005
<b>Indiana Professional Standards Board, Indianapolis Indiana</b>	

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**EXPERIENCE**

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<b>Management Assistant, Patoka Equipment Company, Celestine, Indiana</b>	2004
Employed by agricultural equipment dealer/sub contractor that did equipment installation on poultry facilities for Perdue Farms, Tyson Foods and Farbest Foods as well as for independent producers and agri-businesses in southern Indiana, southern Illinois and western Kentucky. My primary duties included assisting management team with overseeing: product pricing and inventory control. I also did considerable writing and editing on an equipment worksheet project that allowed job estimators to quote job pricing on site for poultry producers and agri-businesses	

<b>Marketing and Business Development, Midwest Agri-Chemico, Cape Girardeau, Missouri</b>	2002
Created business dialogue between Midwest Agri-Chemico and prospective customers to help with marketing of dry and liquid agricultural fertilizer products to meet their company's needs; quoted pricing of fertilizer products and sold fertilizer products to farm supply stores in Missouri, Illinois and Kentucky. In the fall harvest season worked with sister company Agri-Trans, to develop a new customer base in trucking of bulk agricultural commodities	

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**EDUCATION**

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<b>Associates of Science, General studies/Business Administration</b>	1995
<i>Vincennes University, Vincennes, Indiana</i>	
<b>Bachelor of Arts, History/Agricultural Economics</b>	1995
<i>Purdue University, West Lafayette, Indiana</i>	
<b>Bachelor of Arts, Secondary Education/History and Economics</b>	1999
<i>Purdue University, West Lafayette, Indiana</i>	

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## COMMUNITY SERVICE

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Assisted local church group with various community projects to help the towns' population of Celestine and Dubois, Indiana. Projects included: estate auctioning, building modification to help make entry-ways handicapped accessible and community food drives to help economically disadvantaged individuals

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References on Request

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