**James Daniel**

504 Picabo Street – Woodstock, GA 30189

(770) 378-2514 – jdani157@kennesaw.edu

[www.linkedin.com/in/jamesldaniel](http://www.linkedin.com/in/jamesldaniel)

**OBJECTIVE**

To obtain a position that will allow me to utilize my unique set of skills in an environment of growth, innovation, and opportunity.

**SUMMARY / SKILLS**

* Excellent writing and presentation skills
* Excellent knowledge of Microsoft Word, Publisher, PowerPoint
* Exceptional interpersonal skills, great ability to interact with others
* A talented and determined individual who accomplishes results
* Proven ability to lead and motivate people to achieve peak performance.
* Proven ability to reach a targeted goal.
* Strong negotiating skills; persuasive, persistent, and resolute.
* Strong organizational skills.
* Exceptional foundation in Religious Studies

**EDUCATION**

**Kennesaw State University** Kennesaw, GA

Bachelor of Science, Integrative Studies Expected, May 2021

Concentration: Minor: Professional Writing

 Minor: Religious Studies

**College of Coastal Georgia**

Associate of Science, Business Administration 1976

Associate of Science, Marketing and Management 1976

**RELEVANT COURSES**

Religion and Society

Trends in Religious Studies

Literary Nonfiction Writing

Creative Writing

*Completed a significant amount of professional and personal development training courses over a period of 27 years (only a relevant few listed here):*

DataLeap

Dale Carnegie Leadership Course

SpeakEasy Basic Curriculum

Coaching for High performance

Writing Winning Proposals / Strategic Sales Writing (Shipley Associates)

Effective Time Management

Introduction to Stress Management

Excellence Through Teamwork

Project Management: Tools and Techniques

**EMPLOYMENT**

**Owner/Manager** December 2002 - Present

Best Designer/online retail clothing

* Created and manages multiple web presences
* Interacts with worldwide inventory sources
* Manages large inventory database
* Provides exceptional customer service, resulting in repeat business
* Creates advertising for multiple social media platforms
* Created and maintains a blog for customer interaction and information

**City Director** 2001 - 2002

KMC Telecom

* Responsible for all daily business functions, including sales, operations, construction, customer care, service installations, and ongoing business development projects for the Greenville-Spartanburg, South Carolina Metro areas. Had total responsibility for all employees and company facilities.
* Represented the company in civic functions and community outreach.
* Grew revenue and customer base.
* Initiated all local competitive pricing, marketing, and customer retention campaigns.

**Sales Manager** 2000 - 2001

KMC Telecom

* Managed the Savannah, Georgia Metro area business sale's team
* Developed and implemented strategic sales plans
* Directed sales forecasting activities and performed market analyses to determine customer needs
* Grew revenue and customer base.
* Initiated all local competitive pricing.