Team B Skills Matrix

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Team B | Expertise | Management | Leadership | Administrative | Sales | Financial | Operations | ComputerProficient | EducationDegree |
| D. M.  | Executive AssistantRealtor | x | x | x | x |  |  | x | Real estate school 9 years real estate sales experience22 years management experienceBusiness classes throughout careerPursuing degree in business mgnt. |
| D. J. | Sales and Project Manager | x | x |  | x |  |  | x | Obtaining BS in Business Management |
|  J.C. | Training & OperationsManagement  | x | x | x |  |  | x | x | Obtaining BS in BusinessManagement |
| J. H.  | Insurance Agent & Broker |  | x | x | x |  |  | x | Associates degree in business administration, and graduate with BSM in January, 2011 |
| D. W.  | ReceptionistManagerCounselor Assistant | x | x | x |  |  |  | x | Obtaining a BS in Human Service/Management in Sept. 2010Microsoft Specialist Certification15 years Office SpecialistPursuing Masters in CounselingCertified Chemical Dependency Counselor Assistant  |