

## EDUCATION

**Minnesota School of Business**

*Bachelors Degree in Business Administration*

**Minneapolis Business College**

*Associates Degree in Accounting*



## EMPLOYMENT HISTORY

**1999-Present: Gausman & Moore Associates, Inc.**

Business Manager and Human Resources Manager for the firm. Responsibilities include administration of the firm's financial operations including financial reporting, accounts payable/receivable, and project reporting. Human resources responsibilities include oversight of all human resources operations, including payroll, compliance, incentives, and recruiting.

## PROFESSIONAL

- Memberships:**
- Chair of the ACEC Human Resources Committee (2007-2009)
  - Current: Board of Directors for ACEC