

## **FUNCTIONAL RESUME**

*Marilyn J. Edwards*  
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### **OBJECTIVE**

A sales position in the pharmaceutical industry.

### **EDUCATION**

North Carolina State University, Raleigh, North Carolina  
Bachelor of Science, Biochemistry, May 1991

### **LABORATORY and SCIENTIFIC SKILLS**

Familiarity with the following analysis methods:

UV-vis & IR spectroscopy; flame AA gas chromatography; voltammetry; liquid chromatography and NMR .

Worked with enzyme assays in independent study project.

Worked in NCSU Phytotron with selected crops in biophysical research project.

### **BUSINESS SKILLS**

Initiated, organized, and directed expansion of new business segment to augment consumer services and increase business profits.

Responsibility and accountability for cost estimating and billing on completed projects.

Computer skills include proficiency with Quattro pro, WordPerfect, and basic programming.

Ability to work either independently with little supervision or as a team member to achieve business goals.

### **HUMAN RELATIONS and COMMUNICATION SKILLS**

Responsible for supervision of employee team of typically 3 to 6 people.

Experience in promotional communications with development of various advertising and public relations tools.

Considerable experience in over-the-phone customer service and data acquisition and processing.

*EXPERIENCE*

TELEMARKETER/COMPUTER OPERATOR

American Express

North Carolina Regional Operations Center

Greensboro, North Carolina (Jan.1989-Oct.1990)

DESIGN CONSULTATION & DEVELOPMENT, COST ANALYSIS & INSTALLATION  
QUALITY MANAGEMENT

New Garden Landscape, Inc.

Summerfield, North Carolina (Feb.1988-Sept. 1988)

ASSISTANT MANAGER, ADVERTISING COORDINATOR, GROWER, LANDSCAPE  
DESIGNER

Homewood Nursery, Inc.

Raleigh, North Carolina (March 1985-May 1987)

*REFERENCES AVAILABLE UPON REQUEST*

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Z: <http://www.cals.ncsu.edu>