Alex N. Joseph

Real Estate Entrepreneur & Management/Business Coach

lexoenterprise@live.com

Summary

We are a strategy & management consulting business that will provide sales & marketing, logistic, and management services to independent contractors, freelance professionals, and real estate investors. The objective of Lexo Enterprise is to optimize and improve the profit margin of independent contractors who lack knowledge and expertise required to fully monetize the product or service they presently are engaged in. We aim to reduce their operation expenses and significantly reduce cost through synergy, strategic planning, and logistics management, thus improving balance sheets. Our target industries will are estate sales clean outs and salvage, home/business janitorial services, business & property acquisition, entertainment/promotional events, recruitment, and real estate investing.

Experience

Independent Marketing Consultant/Affiliate at Renatus, LLC

October 2012 - Present (3 years 6 months)

As an independent affiliate/consultant we offer Renatus, LLC the benefit of objective advice backed by experience of delivering successful results for other organizations in a variety of market sectors. We help Renatus, LLC improve performance through the marketing of Real Estate Investment Education products that offer investing curriculum both online and in a live classroom setting where available. These classes beginning at a 100-level and increases to the complexity level of 400. This is very similar to traditional educational systems. All classes are taught by "Practitioner Instructors" who work hands-on in the areas they teach. All strategies that are taught are current and applicable to real-life investing. To create a quality educational system, Renatus, LLC consulted professionals with PhD's in education and with subject matter experts in specific disciplines of real estate investing to create a well-structured instructional material using objectives, related teaching strategies, systematic feedback and evaluation to ensure that their students acquire the skills and knowledge needed to become a successful Real Estate Investor. The courses adhere to the Instructional Systems Design Method which is often referred to as ADDIE. We help Renatus, LLC grow revenue, increase market share, launch new products and enter new markets.

CBDO & Management/Business Coach at Lexo Enterprise LLC

August 2012 - Present (3 years 8 months)

-To elaborate business development plans, design and implement processes to support business growth, through customer and market definition. -Facilitate business growth by working together with clients as well as business partners (suppliers, subcontractors, JV partners, technology providers, etc.). -Build and maintain high-level contacts with current and prospective customer and other business and project

partners. -Drive prospects through to contract award (including identifying new customers and markets, developing approaches to the market, identifying prospects, proposal preparation, etc.) -Develop marketing strategy; manage proposal teams and client account managers. -The administrative management of Lexo Enterprise, LLC -Responsible for the daily operation of Lexo Enterprise LLC -The commercial strategy and development of Lexo Enterprise LLC -Is the workforce strategist, organizational and performance conductor, HR service delivery owner, and the compliance and governance regulator. -For the communications, facilities, public relations and all related areas.

Maintenance Supervisor at US Army Reserve

July 2012 - Present (3 years 9 months)

*Includes planning & scheduling while taking into consideration safety, production requirements, customer service, quality, sanitation, policy & procedure administration *Responsible for timely completion of annual performance evaluations as well as regular informal feedback & coaching *Leads the continuous improvement efforts to include employee involvement, teamwork, operational methods changes & new procedures & programs implementation *Facilitates business team meetings within the department & regularly communicates safety & business information to the workforce *Develops, implements & supports improvements to the culture of the department *Maintains positive & productive relations with the workforce, leadership, peers, corporate staff, & contacts outside of the organization *Develops & trains the workforce. Identifies personnel training, maintenance systems & planning needs & arranges onthe-job & "classroom" training to increase effectiveness at work *Engages leaders of other departments, support staff & personnel in the achievement of department & command goals *Establishes clear priorities & communicates command needs so that groups inside & outside the command understand their crossfunctional responsibilities *Develops cost center financial budgets & tracks cost performance versus the budget goals. Enlists resources to address cost performance issues *Stays abreast of technological & procedural advancements in current field *Ensures compliance with all regulatory & Company policies, procedures, programs & practices *Administers these regulations in a consistent manner while holding employees accountable for their actions *Ensure inventories, material control, accounting & supply records are properly maintained. *Review & verify quantities received against shipping documents & administer documents control procedures. *Ensure all maintenance historical records are maintained *Responsible for daily maintenance & interface of computer equipment.

Senior Medical Recruiter at Addison Kenway & Associates

November 2013 - October 2015 (2 years)

Email resumes to alex@addisonkenway.com Contracted by Addison Kenway & Associates to Recruit Senior Medical professionals. Addison Kenway & Associates, LLC specializes in placing Physicians, Nurse Practitioners, Physician Assistants, Certified Midwives and RN Management in permanent positions throughout the United States. If you are a provider looking for a great career or your organization is in need of a medical provider we can help. *Our goal is to provide exceptional service resulting in successful placements in a minimum amount of time. *Conduct thorough candidate interviews in order to find the

best positions for their experience. *Placing qualified candidates at our clients clinics, hospitals, and other medical facilities *Communicating efficiently with clients and candidates ensuring the needs of both are met in a timely and effective manner *Working with the candidates and clients though out the interviewing process

Senior Medical Recruiter at Smith Johnson & Associates LLC

November 2013 - October 2015 (2 years)

Partnered with Smith Johnson & Associates LLC to Recruit Senior Medical professionals. Smith Johnson & Associates, LLC specializes in placing Physicians, Nurse Practitioners, Physician Assistants, Certified Midwives and RN Management in permanent positions throughout the United States. If you are a provider looking for a great career or your organization is in need of a medical provider we can help. *Our goal is to provide exceptional service resulting in successful placements in a minimum amount of time. *Conduct thorough candidate interviews in order to find the best positions for their experience. *Placing qualified candidates at our clients clinics, hospitals, and other medical facilities *Communicating efficiently with clients and candidates ensuring the needs of both are met in a timely and effective manner *Working with the candidates and clients though out the interviewing process

Master Driver at US Army

September 2011 - July 2012 (11 months)

*To develop, implement, and manage the Unit Drivers Training Program (to include instruction, lesson plans, risk assessment, written examinations, and road test examinations. *Qualified and licensed on all equipment within the company *Coordinate with the Battalion Motorpool Officer and Motor Sergeant for equipment PMCS Certification Training *Qualified Unit Drivers Examiners (these individuals are assist in the execution of training and examining) by certifying them on MTOE assigned equipment *Ensure sufficient forms, publications, and supplies are maintained *Ensure all pertinent data is entered into the Standard Army Maintenance System and is reflected on the individuals qualification record. *Establish a tracking matrix to track personnel who have been trained, licensed and certified on vehicles and equipment *Ensure all drivers have a drivers training packet on file *Ensure all drivers have a valid military and civilian license *Ensure all vehicle operators have been road tested during day and night operations and Night Vision Device (NVD) training *Conduct Vehicle Commander, Track Commander (VC/TC) certification training *Ensure all required publications are on hand *Ensure Soldiers do not have an expired learner permit *Ensure the Company Master Driver SOP is current *Conduct special, remedial and refresher training *Maintain a roster of Soldiers that have been involved in accidents with the commander's acknowledgement *Ensure the material for Spring/Summer and Fall/Winter training is on hand and annotated as SEASONAL Training on Military License *Conduct road test of license prospects *Ensure the Company Commander conducts interviews before Soldiers attend drivers training and maintain a copy of the interview in the Soldier's drivers training packet

Shop Foreman/Maintenance Supervisor at US Army

July 2011 - July 2012 (1 year 1 month)

*Includes planning & scheduling while taking into consideration safety, production requirements, customer service, quality, sanitation, policy & procedure administration *Responsible for timely completion of annual performance evaluations as well as regular informal feedback & coaching *Leads the continuous improvement efforts to include employee involvement, teamwork, operational methods changes & new procedures & programs implementation *Facilitates business team meetings within the department & regularly communicates safety & business information to the workforce *Develops, implements & supports improvements to the culture of the department *Maintains positive & productive relations with the workforce, leadership, peers, corporate staff, & contacts outside of the organization *Develops & trains the workforce. Identifies personnel training, maintenance systems & planning needs & arranges onthe-job & "classroom" training to increase effectiveness at work *Engages leaders of other departments, support staff & personnel in the achievement of department & command goals *Establishes clear priorities & communicates command needs so that groups inside & outside the command understand their crossfunctional responsibilities *Develops cost center financial budgets & tracks cost performance versus the budget goals. Enlists resources to address cost performance issues *Stays abreast of technological & procedural advancements in current field *Ensures compliance with all regulatory & Company policies, procedures, programs & practices *Administers these regulations in a consistent manner while holding employees accountable for their actions *Ensure inventories, material control, accounting & supply records are properly maintained. *Review & verify quantities received against shipping documents & administer documents control procedures. *Ensure all maintenance historical records are maintained *Responsible for daily maintenance & interface of computer equipment.

Operations/Project Manager at US Army

July 2009 - July 2012 (3 years 1 month)

•Accomplishes human resource objectives by recruiting, selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining employees; communicating job expectations; planning, monitoring, appraising, and reviewing job contributions; planning and reviewing compensation actions; enforcing policies and procedures. •Achieves operational objectives by contributing information and recommendations to strategic plans and reviews; preparing and completing action plans; implementing production, productivity, quality, and customer-service standards; resolving problems; completing audits; identifying trends; determining system improvements; implementing change. •Meets financial objectives by forecasting requirements; preparing an annual budget; scheduling expenditures; analyzing variances; initiating corrective actions. •Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations. •Enhances department and organization reputation by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments. Experienced business coach formulating and applying mathematical modeling and other optimizing methods using a computer to develop and interpret information that assists senior management with decision making, policy formulation, or other managerial functions. Successfully determining the demand for products and services offered by a firm and its competitors and identifying potential customers. Manage web environment design, deployment, development and maintenance activities Specialties: Over 15 years mentoring and supporting professionals in their en devours. Effectively and efficiently accomplish mission in accordance to customer's intent. Produce quality results on a daily basis by being dependable & taking pride in all work performed.

Club Disc Jockey with Blue Dragon Entertainment at Moral Welfare and Recreation Facility in USAG Red Cloud

July 2010 - June 2011 (1 year)

*Play music for a wide variety of audiences & purposes *Play music a nightclub, on an independent basis, or through any variety of environments. *Maintain a fundamental understanding and appreciation of music *Worked to support special events such as karaoke, weddings, anniversaries, corporate events, bar mitzvahs, & other events that require musical entertainment. *Have a good personality, be able to deal with the general public, & be able to handle song requests *Ensuring clients are happy

Senior Mechanic/Shop Foreman at US Army

April 2009 - June 2011 (2 years 3 months)

*Supervised two sections that were responsible for the field level maintenance of a Forward Support Company for over 211 tactical vehicles, on a designated shift to accomplish objectives including completion of work orders, regular PM *Includes planning & scheduling while taking into consideration safety, production requirements, customer service, quality, sanitation, policy & procedure administration *Holding direct reports accountable for the tasks assigned & administers discipline, as needed *Responsible for timely completion of annual performance evaluations as well as regular informal feedback & coaching * Leads the continuous improvement efforts to include employee involvement, teamwork, operational methods changes & new procedures & programs implementation *Facilitates business team meetings within the department & regularly communicates safety & business information to the workforce *Develops, implements & supports improvements to the culture of the department *Maintains positive & productive relations with the workforce, leadership, peers, corporate staff, & contacts outside of the organization *Develops & trains the workforce. Identifies personnel training, maintenance systems & planning needs & arranges on-the-job & "classroom" training to increase effectiveness at work *Engages leaders of other departments, support staff & personnel in the achievement of department & command goals *Establishes clear priorities & communicates command needs so that groups inside & outside the command understand their cross-functional responsibilities *Develops cost center financial budgets & tracks cost performance versus the budget goals. Enlists resources to address cost performance issues *Stays abreast of technological & procedural advancements in current field. Ensures compliance with all regulatory & Company policies, procedures, programs & practices *Administers these regulations in a consistent manner while holding employees accountable for their actions

Master Driver at US Army

September 2009 - April 2010 (8 months)

*To develop, implement, and manage the Unit Drivers Training Program (to include instruction, lesson plans, risk assessment, written examinations, and road test examinations. *Qualified and licensed on all

equipment within the company *Coordinate with the Battalion Motorpool Officer and Motor Sergeant for equipment PMCS Certification Training *Qualified Unit Drivers Examiners (these individuals are assist in the execution of training and examining) by certifying them on MTOE assigned equipment *Ensure sufficient forms, publications, and supplies are maintained *Ensure all pertinent data is entered into the Standard Army Maintenance System and is reflected on the individuals qualification record. *Establish a tracking matrix to track personnel who have been trained, licensed and certified on vehicles and equipment *Ensure all drivers have a drivers training packet on file *Ensure all drivers have a valid military and civilian license *Ensure all vehicle operators have been road tested during day and night operations and Night Vision Device (NVD) training *Conduct Vehicle Commander, Track Commander (VC/TC) certification training *Ensure all required publications are on hand *Ensure Soldiers do not have an expired learner permit *Ensure the Company Master Driver SOP is current *Conduct special, remedial and refresher training *Maintain a roster of Soldiers that have been involved in accidents with the commander's acknowledgement *Ensure the material for Spring/Summer and Fall/Winter training is on hand and annotated as SEASONAL Training on Military License *Conduct road test of license prospects *Ensure the Company Commander conducts interviews before Soldiers attend drivers training and maintain a copy of the interview in the Soldier's drivers training packet

Assistant Substance Abuse Program Manager aka S.A.C.O. at Marine Combat Training Battalion United States Marine Corps

November 2007 - December 2008 (1 year 2 months)

*To provide substance abuse education/prevention, urinalysis screening and assistance to the commander on substance abuse related matters. *Educate and raise awareness of illegal drug use to military personnel, which includes subordinate responsibilities pertaining to such audiences as military dependents. *Provide education to the military community, aimed at increasing substance abuse awareness and other activities designed to reduce the demand for illegal drug use. *Conduct ongoing needs assessment of the local military community regarding illegal drug use. *Conduct interviews with key personnel in military and civilian communities. *Perform networking/liaison activities with various military commands and civilian communities for the purpose of developing and maintaining resources and contacts associated with the Drug Demand effort. *Skillful in writing naval correspondence, preparing project papers, reports, and developing evaluation tools/surveys. *Experienced in evaluating surveys, written reports and population feedback. *Developed, implemented and coordinated illegal drug use education programs in the military. *Knowledgeable in illegal drug use and its impact on the social fabric of families, military organizations and communities. *Knowledgeable of local, state, and federal regulations as they pertain to illegal drug use. *Experienced in analyzing and measuring the effectiveness, efficiency, and productivity of programs and staff. *Knowledgeable in conducting surveys, analyzing results, and making/presenting recommendations on program changes and implementing those changes.

Administrative Chief (Admin Chief) at Marine Combat Training Battalion United States Marine Corps (USMC)

October 2004 - December 2008 (4 years 3 months)

*Maintain cognizance over all administrative matters for the Battalion, including: morning reports, special orders, awards, administrative action forms, fitness reports, leave papers, 604 forms, legal paperwork, student promotion warrants, mail, and photographic support for battalion ceremonies. *Review all correspondence from the battalion headquarters for accuracy and format. *Oversee the battalion directives control point, ensure company mail clerks understand and fulfill their duties with regards to both personal and official mail. *Advise the Commanding Officer and staff of the status of all administrative matters and assist the Battalion Sergeant Major in managing the battalion enlisted personnel status. *Train subordinates regarding proper administrative policies and procedures.

Orders and Promotion Chief at United States Marine Corps(USMC)

April 2004 - October 2004 (7 months)

*Supervise the preparation of permanent change of station and temporary additional duty orders. *Ensure original orders are received from MCB in a timely manner. *Prepare promotion warrants for permanent personnel. *Prepare recommendation for promotion page 11s. *Ensure the recommendation for promotion roster is distributed monthly. *Ensure the recommendation for promotion roster is distributed monthly. *Ensure travel claims for temporary additional duty trips are prepared correctly and submitted to disbursing on time. *Coordinate with TMO on travel arrangements for temporary additional duty and permanent change of station moves. *Coordinates with the battalions and outside agencies concerning personnel administration. *To reassinghn Marines and there dependents to different key billets with the use of Permanent Change of Assingement/Station Orders. *Investigate why a Marine didn't get promoted and guide the Marine in how to achieve his goal of getting promoted.

Assistant Operation Chief at Marine Corp Recruiting Station Fort Lauderdale

June 2000 - April 2004 (3 years 11 months)

*Responsible for administrative procedures for the operations section to include exception to policy waivers and criteria waivers. *Maintain and update daily, weekly, monthly, and annual reports utilized by the command group and Marine in the recruiting field. *Maintain and update daily, shipping, even flow, missing documents and pool boards. Maintain accountability of the Reserve Mission for the Operations section. *Maintain and input historical data for RS. Maintain PPC program. Insure all machines are properly maintained and in working order.

Organizations

Renatus, LLC

IMA

October 2012 to Present

Lexo Enterprise, LLC

Operational Manager, Human Resource, Project Manager, Marketing Director August 2012 to Present

Addison Kenway & Associates LLC

Medical Recruiter

November 2014 to Present

Addison Kenway & Associates, LLC has contracted Lexo Enterprise LLC to specializes in placing Physicians, Nurse Practitioners, Physician Assistants, Certified Midwives and RN Management in permanent positions throughout the United States. Our goal is to provide exceptional service resulting in successful placements in a minimum amount of time.

Projects

Lexo Enterprise Blog Site

April 2012 to Present

Members: Alex N. Joseph

Our Blog Site offer information to any and all that seek knowledge.

Renatus, LLC

October 2012 to Present

Members: Alex N. Joseph, Robert Martone, Forrest Bledsoe

Lexo Enterprise, LLC is currently under contract with Renatus, LLC located in Centerville, Utah. Renatus, LLC is a direct marketing company offering premier real estate education. Renatus, LLC customers enjoy the opportunity to accumulate personal wealth by using the Company's world-class products, participating in the real estate education, and applying this knowledge to gain the confidence to invest in real estate. Renatus, LLC Education® has developed its own comprehensive, proprietary curriculum based on the same scientific principles of ISD (Instructional System Design) used by universities across the country. The faculty consists of hand-selected, experienced investors who offer students the most unique, on-point experiential real estate education available.

Web Wise Productions

September 2012 to Present

Members: Alex N. Joseph

Blue Dragon Entertainment, a division of Lexo Enterprise LLC, is currently under contract with Web Wise Productions, located in San Diego, CA. They are in the business of operating and maintaining Web sites on the Internet allowing users to view adult entertainment in return for a pre-determined fee. Blue Dragon Entertainment has been contracted to locate distributors within the following Florida County's Palm Beach, Dade, Broward, Duval, Monroe, Hillsborough, Leon, Collier, Lee & De Soto Counties.

US Naturals

September 2012 to Present

Members: Alex N. Joseph

If you've been looking for a way to live a healthier and more abundant life while making some money, we are convinced that no other nutritional product on the market could benefit you and your family more than US Naturals products. We have been in the plant derived mineral business since 1983. Knowledge is power, reviewing all of the material at our website, http://www.usnaturals.net/JosephA9045, and independent websites will solidify your decision on signing with US Naturals. Independent data pertaining to why "Multi

Level Marketing is the perfect business" as described by Robert Kiyosaki. The world renounce self-help author and motivational speaker, Robert Kiyosaki, has a video that explains why Multi-Level Marketing is the perfect business. The name of the video is "The Perfect Business" by Robert Kiyosaki.

Blue Dragon Entertainment

October 2012 to December 2012

Members: Alex N. Joseph

DJ Services for Army Reserve of West Palm Beach FL for there Army Mess Night and Christmas Party. More Details to follow.

Carnival Diva

October 2012 to Present

Members: Alex N. Joseph, Junia Joseph

PRIZM International Concepts, LLC is currently working on a new clothing line soon to be released. More to follow.

NDView

September 2012 to Present

Members: Alex N. Joseph, Arold J. Joseph (Founder/Managing Partner of NDView)

NDView is a boutique e-commerce platform firm providing robust, innovative, and fast e-commerce solutions to both emerging and well-established online apparel retailers. Keep your eyes on this site, launching soon!!

Florida's Real Estate Sales Associate Course

July 2015 to Present

Members: Alex N. Joseph

I will have the ability to list properties on the MLS and help people purchase homes as a realtor. And It will assist my efforts as a Real Estate Entrepreneur.

Abstract Company

January 2016 to Present

Members: Alex N. Joseph, Ginika Ebosele-Joseph, Wanda D. Casey

Creating an Abstract Company that will collect legal documents that chronicle transactions associated with a particular parcel of land. We will include the references to deeds, mortgages, wills, probate records, court litigation's, and tax sales--basically, any legal document that affects the property. Our Abstract Company will be a great starting place for research on a property's history. The abstract will show the names of all property owners, how long a particular holder owned it, and the price of the land when it was sold.

LGA Real Estate Investment Group

January 2016 to Present

Members: Alex N. Joseph, Ginika Ebosele-Joseph

This is a Real Estate Investment Group that will acquire properties, wholesale properties, and will assist others in becoming educated in the BOOMING Real Estate Investment Industry with the assistance of Renatus LLC. http://realestateeducation.renatuspro.com/

UBIZ Franchise

December 2015 to Present

Members: Alex N. Joseph, Valentina Langley, Ginika Ebosele-Joseph

Get People Talking About Your Business with UBIZ! UBIZ is a marketing company that uses Proximity Marketing to distribute our clients' advertised specials and feature/content. Users will download the FREE UBIZ App and once they are within the 6 to 10 mile radius of your business, they will receive your targeted advertisements. The UBIZ App is available via Google Play or the App Store. The UBIZ App utilizes cellphone and tablet users' GPS location services, allowing us to target local consumers with 100% accuracy. This includes anyone who enters your target marketing area. Your potential clients will be exposed to your company and services 24 hour per day 7 days a week. Communications can be further targeted to specific groups within a given location, for example content in tourist hot spots will only be distributed to devices registered outside the local area. Communications can also be both time and place specific, for example content at a conference venue will depend on the event in progress. The use of proximity marketing include distribution of media at concerts, general information (web links on local facilities), gaming and social Apps, and advertising all for just \$30 per year. Yes, \$30 per year. Based on an article published on www.Forbes.com titled "How Proximity Marketing Is Driving Retail Sales" PROXIMITY MARKETING IS THE WAVE OF THE FUTURE! Contact Alex Joseph for details.

Skills & Expertise

Military

Logistics

Problem Solving

Operations Management

Government

Customer Service

Supervisory Skills

Team Building

Mentoring

Planning

Program Management

Employee Relations

Transportation

Scheduling

Tactics

Inventory Management

Budgeting

Team Leadership

Coaching

Purchasing

Troubleshooting

Strategic Planning

Customer Relations

Inspection

Sourcing

Start-ups

Continuous Improvement

Administration

Leadership Development

Analysis

Microsoft Office

Vehicles

Organizational Leadership

Operation

Hiring

Teamwork

Contract Negotiation

Public Speaking

Change Management

Supply Chain

Automotive

Customer Satisfaction

Negotiation

Contract Management

Management

Project Planning

Cross-functional Team Leadership

Strategy

Human Resources

Policy

Courses

Administrative Chief (Admin Chief)

Marine Combat Training Battalion United States

Marine Corps (USMC)

Communication in Relationships Workshop

Domestic Abuse Response and Intervention Training DD03DV

Improving Self-Esteem Workshop

Anger Management Workshop

Stress Management Workshop

Shop Foreman/Maintenance Supervisor

US Army

Supervisor's Safety Course

Composite Risk Management Basic Course

Resilience Training

No. 33

Environmenal Compliance Course

Assistant Substance Abuse Program Manager aka S.A.C.O.

Marine Combat Training Battalion United States

Marine Corps

Building Alcohol Skills Intervention Curriculum

Master Driver

US Army

Standard Army Maintenance System Level One

(Operator)

Senior Mechanic/Shop Foreman

US Army

Wheeled Vehicle Mechanic Class 09-501

Property Book Unit Supply Enhanced No. 25

Standard Army Maintenance System-One Enhanced No. 44

(Supervisor Course)

Digital Training Management System

Certifications

Standard Army Maintenance System Level One (Operator)

Logistics Training Team September 2009

Property Book Unit Supply Enhanced

GS-13 Barry K. Thomas Chief Logistics Training Team May 2011

Standard Army Maintenance System-One Enhanced (Supervisor Course)

GS-13 Barry K. Thomas Chief Logistics Training Team May 2011

Digital Training Management System

Frank M. Martin LTC,IN April 2011

Computer-Peripheral-Equipment Operator (Clerical)

D. C. Miercrz October 2006

Environmental Compliance Course

Audrey Oxendine December 2011 to December 2012

Computer-Peripheral-Equipment Operator

The United States Department of Labor October 2006

Computer-Peripheral-Equipment Operator

North Carolina Department of Labor October 2006

Office Manager/Administrative Services

North Carolina Department of Labor September 2007

Office Manager/Administrative Services

United States Department of Labor September 2007

Languages

English (Full professional proficiency)

Haitian Creole (Native or bilingual proficiency)

Education

Basic Combat Training Center of Excellence

Certification, Wheeled Vehicle Mechanic, Class 09-501, 2009 - 2009

Activities and Societies: I was the Marine Combat Training Battalion's Administrative Chief. I also learned Marine Corp Martial Art from the Instructors Group and different hand to hand combat movements. I also trained with the Brazilian Marines that were attached to our unite.

Coastal Carolina Community College

AAS, Business Administration, 2007 - 2009

Activities and Societies: Expanded my knowladge of the Access and Excel program.

Coastal Carolina Community College

2007 - 2008

Drug Prevention

Substance Abuse Program Manager, 2007 - 2007

Drug Prevention

Urinalysis Coordinator, 2007 - 2007

Marine Corps Combat Service Support Schools

Intermediate Personnel Administration Course, 2006 - 2006

AIU

Professional Business Presentation, 2002 - 2002

Florida Atlantic University

Micro-Business Training Program, 2001 - 2001

Marine Corps Combat Service Support Schools

Personnel Administration School, 1997 - 1997

Marine Corps Institute

Honors and Awards

- -Awarded the Navy and Marine Corps Achievement Medal for producing quality results in a highly demanding billet on a daily basis, providing administrative support to more than 200 permanent personnel and 16, 000 entry-level studensts annually as the Administrative Chief at Marine Combat Training Battalion Dated 081010
- -Awarded Certificate of Commendation for Professional Achievement for the Superior Performance of my duties as Administrative Chief at Marine Combat Training Battalion Dated 060614 -Awarded Certificate of

Commendation for Contribution Assisting in the Recruiting of the Required Quantity and Quality of New Marine Applicants Dated 030602 -Awarded Certificate of Appreciation for Assisting at Blood Drive Dated 970729 -Awarded Meritorious Mast for Initiative, Mature Judgment, and Cooperative Attitude that had a Positive Effect on Fellow Marines Dated 961126 -Awarded Certificate of Achievement for hard work and determination to be a Recovered Warrior Dated 961023

Interests

Provide Mentorship and Recieve Mentorship

Alex N. Joseph

Real Estate Entrepreneur & Management/Business Coach

lexoenterprise@live.com



1 person has recommended Alex N.

"Alex was a vital key element to the success of the training that I conducted. His professionalism both in and outside of the classroom is not found everyday in my workplace. Alex is a loss for me but an effective asset to his next employer."

— Mike Muni, advised Alex N. at Drug Prevention

Contact Alex N. on LinkedIn