



JULIE JORDAN

MARKETING MANAGER,
ENGINEER ASSISTANT.

EDUCATION

High School Graduate;
TAUD Leadership Classes;

Skills & Abilities

- WORD, EXCEL, PUBLISHER;
- AIA DOCUMENTS, TDOT FORMS;
- QUICKBOOKS, QUICKEN;
- MANAGEMENT;
- ORGANIZATION.

LICENSES & PROFESSIONAL ACTIVITIES

- TAUD Administrative Professional;
- TAUD Leadership Certification;
- TAUD Utility Leader Member;
- TN 811 Locate/Response Member;
- Cumberland County, TN Chamber of Commerce;
- Notary Republic, State of Tennessee.

WORK HISTORY

1988 – 1995 - *Assistant Manager, Taco Bell, Lafayette, GA, Chattanooga, TN*
Crew Leader, Wendy's, Chattanooga TN.

1995-2008- *Nursery Manager, Holcomb's Garden Center, Landscape Design, Accounts Payable, Accounts Receivable, Inventory, etc., Fort Oglethorpe, GA*

2008-2010- *General Manger, Subway, Trainer for New Management, Chattanooga, TN*

2010-2015- *Office Manager, Tansi Sewer Utility District of Cumberland County, TN, Executive Assistant to Board of Directors, Crossville, TN*

2015-Present- *Marketing Manager, Engineer Assistant, Accounts Payable, Accounts Receivable, Billing, etc., Crossville, TN, Field's Engineering Consultant Services, LLC (FECS)*

SUMMARY

Julie has over 25 years of experience in the Marketing and Business field. After she finished high school Julie worked for a few years in the fast food industry getting management experience among other experiences. She then went into the Landscape Design field. This is where she developed her love for the outdoors even more than she had as a child. Julie enjoyed making things shine, with the brilliance and simplicity of even the smallest detail. Having her worked displayed at such landmarks as the Tennessee Aquarium and the streets of downtown Chattanooga were more than enough recognition for her. She then relocated to the Cumberland Plateau in 2008 where she had to start over and try to make a name for herself. Once realizing that it was more difficult than she had expected she took a management position at a local Utility District. Julie excelled in this position and handled all aspects of operating this Utility with the exception of plant operations. As a well-respected manager, Julie left the utility after 4.5 years to join FECS's team where she has helped in the organization to expand the marketing/sales

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area. We feel Julie is a valuable asset to our team and we have been overjoyed having the opportunity to work with her.