

LISA A. BROWN

222 Meehan Road
Malone, NY 12953

Mobile: (518) 353-2382
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EXECUTIVE OBJECTIVE

Highly-motivated, goal driven, technology and business professional seeking growth within a position or organization which will inspire further accomplishments through personal dedication and career challenge.

PROFESSIONAL SUMMARY

CST Group Inc. (dba. Computer Support & Training), Malone, New York

2000 - Present

Full-service, computer support organization whose focus is on the small-to-medium business arena through: consulting, network integration and maintenance, training, local and cloud based solutions, remote monitoring and management, security applications. Made up of four distinct divisions: Corporate IT, Residential IT, e-Commerce, Testing and Training

Chief Executive Officer/President

Responsible for serving as Primary Project Manager on all consulting projects. Generating, maintaining, and triaging new and existing business clientele, ensuring world-class satisfaction with products and services. Administering and monitoring various business-centric processes, reporting, budgets, and compliance requirements.

- Provide consulting service to SMB's allowing for better decision making which ultimately leads to significant financial benefits.
- Provide RMM solutions to all corporate clients allowing for a streamline of service and support.
- Manage all corporate financial documentation as well as government compliancy.
- Provide guidance and coordination of effort of all staff and consultants encouraging decision making and leadership skills.
- Evaluate clientele specific projects and provide consulting on ALL technology related expansion to include working within timelines and budgets.
- Recognized for the creation of hands-on manuals for Microsoft Office products; used throughout training facilities both for corporate clients and community based organizations.
- Created in-depth data structures, tables, queries, macros and reports to meet the specialized needs of individual customers.
- Spent 12+ months working at Canton-Potsdam Hospital as a consultant for their IT department coordinating efforts on procedures and staffing. Worked directly with all staff at hospital.

INSTRUCTIONAL SUMMARY

State University of New York at Potsdam, Potsdam, New York

2011

New York based liberal arts and sciences institution focused on inspiring education through personal interests and experiences.

Adjunct Instructions, Economics Department

Responsible for preparing curriculum and outlines, tracking attendance, providing and assigning grades, monitoring individualized stock portfolios, reviewing assignments, and maintaining Blackboard/Moodle portals.

North Country Community College, Malone, New York

1998 – 2010

Progressive, individualized, two year educational institution located in the Adirondack Park of New York.

Adjunct Instructions, Business Department

Responsible for instruction of up to three courses of 3 credit hours per semester covering subjects such as Computer Sciences and Business. Served as Liaison for instruction of community based Microsoft Office classes. Evaluated student progress, prepared curriculum/outlines for course work, tracked attendance, and encouraged participation throughout the semesters.

- Created hands-on experiences/internships for students through collaboration with local business organizations.
- Recognized for mentorship of students in ethical behavior.
- Taught in a NYS correctional facility to educate inmates due to be released providing them with an opportunity to earn an Associate's Degree prior to release.

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ADDITIONAL EXPERIENCE

Computer Service Technician, Bantec, Dallas, Texas, 2003 – 2005
General Partner & Chief Financial Officer, Computer Designs Unlimited, 1993 - 2002
Instructor, SUNY Albany Research Foundation, Albany, New York, 1996 – 2002

EDUCATION

Master of Arts in Business Communications with a specialty in Leadership and Influence,
Jones International University, Centennial, Colorado
Bachelor of Science in Information Technology, University of Phoenix, Phoenix, Arizona

ACTIVE BOARD, SERVICE POSITIONS AND MEMBERSHIPS

National Association of Professional Women, 2017-Present
SUNY Canton CIS/IT Advisory Board, 2012-Present
North Country Habitat for Humanity, 2007-Present
Member of NYS MWBE, 2010-Present
Intel Technology Provider
Cisco Registered Partner

AWARDS & RECOGNITIONS

Woman of the Year, Malone Moose Chapter 285, 2011
Certificate of Appreciation for Dedicated Service to North County Habitat for Humanity, 2009
Elk of the Year for Outstanding Contributions, 2008
Acknowledgement by Malone Central School District for 15+ years of Outstanding Dedication and
Leadership with the PTA/O, 2006
9th Edition of Who's Who Among America's Teachers, 2005

REFERENCES PROVIDED UPON REQUEST