

Patricia M. Coleman
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Education:

The NonProfit Center at LaSalle University, Philadelphia, PA, 2007, Certificate in Nonprofit Financial Management

The College of New Jersey, Ewing, NJ, 2005, M.S., Educational Technology

Temple University, Philadelphia, PA, 1992-1993, Masters Program, Applied Communication.

University of Pennsylvania, Philadelphia, PA, B.A. Anthropology. Graduated cum laude.

Bucks County Community College, Newtown, PA; Liberal Arts, Member Phi Theta Kappa; Certificate in Training & Development; coursework in Accounting and Computers.

Work Experience:

2006 (current) Blue Box Data, Titusville, NJ

Self-employed consultant

Consulting services for small businesses and nonprofit organizations specializing in development of information management systems targeted to achieve strategic objectives.

1992 to 2005 Taylor Technology, Inc. / SFBC Taylor Technology, Inc., Princeton, NJ

Chief Operating Officer (2004-2005), Vice President of Operations (2002-2004), Vice President of Finance and Administration (1996-2002), Administrative Director (1992-1996)

From 2002 thru 2005, responsible for managing all operations of a contract bioanalytical laboratory providing FDA regulated services to the pharmaceutical industry.

Prior to 2002, responsible for overall setup and management of financial and administrative operations for growing laboratory business. Responsibilities included accounting systems, information systems, quality assurance systems, training programs, and human resources.

Key accomplishments include development of proprietary information management systems to support continuous growth in FDA regulated environment, coordination of strategic planning efforts, and financial management of company from inception thru acquisition.

1989 to 1991 A.I. Technology, Inc., Ewing, NJ

Administrative Director

Responsible for overall management of administrative operations including accounting, information systems, and human resources. Managed reorganization of quality control unit. Implemented computerized accounting system. Designed database driven production control system.

1984 to 1987 Small Business Systems, Levittown, PA.

Self-employed

Computer programming services for small businesses.