

**APPLY  
NOW!**



# Our Clients Are Hiring!

## Pharmaceutical company - international CDMO

- These positions are on-site in their Massachusetts locations.
- Openings include:
  - **Senior Project Manager - Hybrid**
  - **Method Development Scientist**
  - **Senior Process Engineer**



# Our Talent!



# JOB SEEKERS



## Sales, Membership, Fundraising

- **Industries:** real estate, niche publishing and nonprofits
- **Locations:** North Shore, MA and Portsmouth, NH
- **Work Type:** remote, hybrid or on-site
- **Highlights:**
  - Top performer in the real estate industry, averaged 8 million in sales and accomplished Platinum and Diamond Society achievements levels for annual property sales.
  - Implemented formal sales training and leadership development programs from scratch.
  - Oversaw a Market Center of 240 real estate agents.
  - Grew agent count by 18%.
- **Likes:**
  - Coaching others.
  - Working in small teams.
  - Using their creativity.



# Senior Marketing Executive

- **Industries:** banking, financial services and agency
- **Locations:** North Shore, MA, Southern, NH and Boston
- **Work Type:** remote, hybrid or on-site
- **Strengths:**
  - Market analysis
  - Marketing automation
  - Content management
  - Brand and campaign development
  - Digital marketing
  - Web development
  - Lead and revenue generation
  - Trade shows/sales meetings
  - New product launch
  - Marketing stack integration
- **Desired Industries:**
  - Fintech
  - Cryptocurrency
  - Healthcare
  - Banking
  - Financial services



# Marketing, Social Media, Project Management, Customer Experience

- **Industries:** tech, pharmaceuticals
- **Locations:** Massachusetts
- **Work Type:** remote(preferred), hybrid (preferred) or on-site
- **Highlights:**
  - Designed and executed an 18-week social media marketing campaign, boosting engagement by 20%.
  - Created and implemented new designs for the content and presentation of the company website.
  - International digital marketing experience.
  - Bachelor of Science in Business Administration, Marketing.
- **Preferences:**
  - Tech industry.
  - Marketing/social media position.
  - Event marketing position.



## Account Manager, Wellness Specialist



- **Industries:** health care, food and beverage
- **Locations:** Boston, MA
- **Work Type:** remote
- **Highlights:**
  - Health expert, wellness coach, account executive/sales representative, case manager/advocate and social worker with 10+ years of the managed care and insurance industries.
  - Recognized as sales leader out of 50 people and consistently ranked in the top 10% of beverage sales.
  - TIPS certified tasting expert providing presentations and wine pairings to increase client engagement and boost wine sales.
  - Provides samples and promotes/sells products to consumers.
- **Preferences:**
  - Organizations with a social mission.
  - Sales position.
  - Health care or food and beverage industry.



## X-Ray Technologist, Dental Assistant

- **Industries:** healthcare
- **Locations:** Greencastle, IN
- **Work Type:** on-site
- **Experiences:**
  - Poured impressions, assisted with extractions and fillings, took panoramic X-rays.
  - Operated scans and ran control panels for fluoroscopy unit.
  - Managed patient appointment scheduling and confirmation calls for dental procedures and treatments.
  - Collected intake information.
- **Likes:**
  - Working in the healthcare industry where she can help patients.
  - Providing customer service to others.
  - Learning and trying new things.





# HR Admin, HR Assistant, HR Coordinator

- **Industries:** healthcare
- **Locations:** Minnesota
- **Work Type:** remote, hybrid or on-site
- **Experiences:**
  - Processing unemployment paperwork.
  - Supporting the completion of forms and documentation.
  - Employee relations across 50 states.
  - Assisted with conflict resolution.
- **Preferences:**
  - A role in Organizational Development, Talent Acquisition or Talent Development.
  - Have more responsibility including developing talent in lower level roles.
  - Opportunity to learn and grow.



# Project Coordinator, Project Administrator, Executive Assistant

- **Industries:** higher education or peripheral higher education
- **Locations:** Bensenville, Illinois
- **Work Type:** remote (preferred), hybrid, on-site
- **Highlights:**
  - Designed an introductory 5-year business plan.
  - Developed a budget tracking system in Excel.
  - Interacted with construction manager and designed to push forward new building construction.
  - Created and continuously improved school processes regarding budgeting and HR.
- **Likes:**
  - Owning projects from initial stage to completion.
  - Project coordination and management.
  - Working with others and having a community.



# Employee Engagement



- **Industries Worked:** nonprofit, government
- **Locations:** Bay Area
- **Work Type:** remote, hybrid (potential)
- **Highlights:**
  - Enacted a new employee engagement strategy that increased employees receiving bi-annual performance management feedback by 100%.
  - Developed an onboarding process increasing first-year retention rates by 15%.
  - Developed DEI initiatives that led to an increase in representation anywhere 25-75% for employees of color, LGBTQ and female candidates.
  - Supported, coached, guided and encouraged holistic and equitable experiences for employees.
- **Preferences:**
  - Exploring a new industry.
  - Focusing on DEI and changing cultures.
  - A company whose actions match their words in terms of culture, impact and equity.



# Executive Assistant, Events Planner, Project Manager, Executive Director

- **Industries Worked:** nonprofit, banking
- **Locations:** Boston, MA; North Shore, MA; Middlesex, MA
- **Work Type:** remote, on-site or hybrid
- **Highlights:**
  - Execute annually 40 networking, community relations and educational events, and 3 major fundraisers.
  - Prospect/sell new memberships and provide exceptional service to 250+ members ensuring a minimum of 90% annual retention rate.
  - Manage a \$100,000 annual operating budget.
  - Manage member database, website and social media platforms.
- **Enjoys:**
  - Real estate industry, but open to any.
  - Building and cultivating relationships.
  - Learning new things.



# Economic Growth and Development, Marketing and Business Development

- **Industries Worked:** former business owner in the retail industry
- **Locations:** Princeton, KY
- **Work Type:** remote (preferred), on-site or hybrid
- **Highlights:**
  - Developed all products from ground level and grew the business from an eCommerce business to a storefront that expanded four times until it was sold in March 2020.
  - Managed multiple employees across two states and completed payroll for the business.
  - Oversaw all aspects of marketing, brand development and brand expansion.
  - Handled all the fundraising or community events, networking, product design, mass email marketing, inventory control and trade shows.
- **Enjoys:**
  - Helping and watching people succeed.
  - Watching people and communities grow.
  - Growing and developing a product.



# Portfolio Development & Strategy, Project Management, Regulatory Affairs

- **Industries Worked:** pharmaceuticals
- **Locations:** NJ
- **Work Type:** remote, hybrid (potential)
- **Highlights:**
  - Develops and maintains 5-year plan for products in active development.
  - Manages Canadian market portfolio.
  - Creates a review and selection process to identify Differentiated Products for internal development and submission of 505(b)(2) applications.
  - Develops and maintains Product Summary Reports to coordinate product development and launch activities providing a complete picture of over 100 products in active development.
- **Enjoys:**
  - Working with many departments and individuals.
  - Passionate about research and development.
  - Generic pharmaceuticals.



# Project Coordinator or Executive Assistant

- **Industries:** healthcare, toys and games, wholesale - open to any industry
- **Locations:** Rhode Island
- **Work Type:** remote
- **Highlights:**
  - Manage project budgets, deadlines, milestones and resources.
  - Oversaw complete product life-cycles including development and delivery of global product line while managing schedule resources and identifying, monitoring and mitigating risks.
  - Managed two of the largest brand portfolios.
  - Liaised with external contacts including artists and media vendors and provided full support to both leadership teams in LA and RI.
- **Enjoys:**
  - Driving a project through the steps to completion.
  - Helping to make things easier for the leadership team.
  - A role that is challenging.



# Student Success, Virtual Instructor, Program Coordinator - Online Learning

- **Industries:** education, nonprofits, start-ups
- **Locations:** Florida
- **Work Type:** remote
- **Highlights:**
  - Coached over 200 students in grades 1-6 to success over a 10-year teaching career in both in-person and virtual environments.
  - Supported 200+ staff members in identifying appropriate learning opportunities in technology and in mandatory compliance training.
  - Collaborated with a grade level cohort to develop performance improvement plans for 95 students.
  - Taught diverse populations including English language learners, special needs and gifted students.
- **Enjoys:**
  - Passionate about coaching and mentoring.
  - Supporting transitioning students to college.
  - Problem-solving, organization and planning.





# Account Executive



- **Industries:** SaaS/tech space preferred, experience in hospitality
- **Locations:** Texas
- **Work Type:** remote
- **Highlights:**
  - Exceeded quarterly targets and increased revenue by over 30% in first 7 months by selling companies cloud-based property management software; API integration and business partnerships.
  - Analyzed market trends and determined development opportunities for the west coast and midwest territories.
  - Increased individual contributing revenue by 20% in assigned territory year over year. Increased team revenue by over 200% year over year.
  - Employed and trained 15 team members consisting of acquisition specialists, administrative staff and contractors.
- **Enjoys:**
  - Leading a team.
  - Building and maintaining relationships with customers.
  - Launching new services and strategies.



# HR Generalist

- **Industries:** pharmaceuticals, biotech, open to other industries
- **Locations:** Westford, MA
- **Work Type:** hybrid, remote, on-site
- **Highlights:**
  - Sole HR person in the department since January 2022.
  - Identifies future hiring needs and conducts the full cycle recruitment process.
  - Plans and conducts new employee orientation to foster positive attitude towards the company goals.
  - Revised the performance management program.
- **Enjoys:**
  - HR responsibilities such as exit interviews, performance management and employee relations.
  - Full-cycle recruiting.
  - Partnering with hiring managers and employees.



# Contact A People Partner, LLC

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