



About Us

CoxRox Consulting is an independent consulting firm offering marketing consulting services. We work with companies to create and implement marketing strategies that are centered on the core of the business and what services and products they offer.



Heather Cox
Proprietor



Our Offerings

Pop-By Gift Marketing

Marketing Collateral

- Postcards
- Flyers
- Social Media Graphics
- Email Signatures
- Newsletters

Resumes

Personal Landing Pages

QR Codes

Special Event Planning

Moving Kits

Closing Gifts

Business Development Gifting

Marketing Plans & Ideas

Business Planning

Pop-by Marketing





Pop-by Marketing

Social Images

MY CLIENTS ARE STILL ABLE TO SEE HOMES
contact me for a virtual tour



Holly Kidwell
home is where your story begins...I'll help you get there.

kw PLATINUM REALTY KELLERWILLIAMS

HollyKidwell.KW.com | 713.417.7148

WE CONTINUE TO SERVE
WITH VIRTUAL CONSULTATIONS



MORTON MORTGAGE, INC. | 832.912.4096 | WWW.MORTONMORTGAGE.NET

NMLS ID: 228493

JOIN US FOR
Charcuterie & CHAMPAGNE



20125 W Hachita Circle | \$725,000

EIGHT things to do while *social distancing*

-  virtually connect with an old friend or relative
-  sharpen your culinary skills
-  netflix and grub
-  explore online learning
-  take some time for self care
-  embrace your inner bookworm

WWW.MORTONMORTGAGE.NET | 832.912.4096

MORTON MORTGAGE

DON'T BE AFRAID TO JUMP IN.



HOME OWNERSHIP IS JUST ONE LEAP AWAY

Holly Kidwell
home is where your story begins...I'll help you get there.

kw PLATINUM REALTY KELLERWILLIAMS

HollyKidwell.KW.com | 713.417.7148

September
special



Free
WOW
CONDITIONING
TREATMENT

BOOK ONLINE

melissahairdesign.com

MUST MENTION AD

BROKER OPEN HOUSE
happy hour

thursday
9.3.20 | 4-6 PM

Join us for a fun happy hour, network with your peers and explore this beautiful, one of a kind, one-story gem!

Tim McCreary REALTOR CB REALTORS

832.976.4775 | 713.999.0527 | tim@timccreary.com | timccreary.com

event specialists
Guild mortgage MORTGAGE

Christine Hale
REALTY GROUP



client experience ★★★★★

“
Loved working with Christine Hale... She is an amazing realtor, she got the job done and sold our home quickly and efficiently...
The best Realtor I have ever worked with!
”

NINA K.

CHRISTINE HALE
REALTOR®
Represented Seller

WE SELL More BECAUSE WE DO More

281.772.6337
ChristineHaleRealtyGroup.com

mu mortgageunity

WE ARE Hiring

LOAN OFFICERS

for consideration
COMPLETE OUR ONLINE APPLICATION



www.MortgageUnity.com | 508.251.6994 | NMLS ID 1843595 & 1951254

BROKER OPEN HOUSE *THE VILLAGE AT High Meadow*



20946 E. VILLAGE TRAIL CT. 20922 VILLAGE TRAIL CT.

PRESENTED BY



Christine Hale
REALTY GROUP
MEMBER THE KELLER WILLIAMS GROUP

Join Us
10 SEPT
11:00AM -1:00 PM
Food • Drinks • Door Prize
Drawing for \$200 VISA Gift Card



mu mortgageunity

our best month EVER!

We are grateful for the trust and confidence of our clients and referral partners. You have our sincerest gratitude.

MortgageUnity.com
NMLS ID 1843595 & 1951254

JUST LISTED
INTERESTED IN SELLING? **SOLD!**



11815 CANYON FALLS DRIVE | TOMBALL, TX

Holly Kidwell
f @hokrealstate | #LiveWellWithKidwell
713.437.7148 | hollykidwell.kw.com

kw KELLER WILLIAMS



happy LABOR DAY

WWW.MORTONMORTGAGE.NET | 832.912.4096 | NMLS ID 1443146

JUST SOLD
119 VUE POINT • THE WOODLANDS, TX



Christine Hale
REALTY GROUP

ChristineHaleRealtyGroup.com • 281.772.6337

another HOME SOLD



8959 Forest Lake Drive | Montgomery Trace

Holly Kidwell
f @hokrealstate | #LiveWellWithKidwell
713.437.7148 | hollykidwell.kw.com

kw

Free Product
FOR JUNE APPOINTMENTS



SH HAIR DESIGN
3009 COLLEGE PARK DRIVE | THE WOODLANDS, TX 77398
melissahairdesign.com

WILLIAM DAVID HOMES

Happy
FOURTH OF JULY



williamdavidhomes.com | @williamdavidco
17302 HOUSE MAHL RD #108 • CYPRESS, TX 77433 • 281.256.8009

Social Images

Post Cards

JUST SOLD
in Lakewood Forest

UNDER CONTRACT IN 6 HOURS!
FULL PRICE
YOURS COULD BE NEXT!



Holly Kidwell
RE/MAX REALTY GROUP
HollyKidwell.KW.com | 713.417.7148 | @hkkrealestate

properties are the greatest compliments

kw PLATINUM REALTY
KELLERWILLIAMS
19700 Northwest Fwy Ste #2600
Houston, TX 77065

WANT TO SELL?

For a complimentary
home estimate
consultation, call
713.417.7148

HollyKidwell.KW.com
@hkkrealestate

JUST SOLD
IN 3 DAYS!
FULL PRICE

54 LASTING SPRINGS | THE WOODLANDS CREEKSIDE



Your home could be next!

Matt Powell 832.253.1800
Sharon Powell 832.283.0178
TheMattPowellTeam

RE/MAX VINTAGE • 10130 LOUETTA ROAD, TOMBALL, TX 77377 • WWW.THEMATTPOWELLTEAM.COM

RE/MAX
TheMattPowellTeam
RE/MAX VINTAGE
10130 Louetta Road
Tomball, TX 77377

WANT TO SELL?

For a complimentary
home estimate
consultation, call
832-283-1800

www.TheMattPowellTeam.com

Tired of Renting?
BECOME A HOMEOWNER
IT'S EASIER THAN YOU THINK!

It's never been easier to become a homeowner. The Christine Hale Realty Group is offering **FREE RENT** to first time homebuyers who purchase a home with Christine Hale Realty Group.

That's right! The final rent payment installment for clients who buy a home with any member of our team is on us!

Let us help you find an affordable home that your family will love!

CALL NOW
281.772.6337



Christine Hale
RE/MAX THE WOODLANDS & SPRING
1620 Woodlands Parkway, The Woodlands, TX 77382
www.christinehale.com

Christine Hale
RE/MAX THE WOODLANDS & SPRING
1620 Woodlands Parkway, The Woodlands, TX 77382
www.christinehale.com

For so many, the benefits of buying a home outweigh the advantages of renting. Right now is the perfect time to purchase a home with a final monthly payment that is lower than renting.

Take advantage of our **special offer** and make the transition from renter to homeowner with

FREE RENT!
when you buy a home with
Christine Hale Realty Group.

281.772.6337
CONTACT US NOW!

www.ChristineHaleRealtyGroup.com

*Disclaimer: Offer applicable to homebuyers with current rental lease. Amount not to exceed \$2,500. Restrictions apply. Inquire within.

Are you tired of

RENTING | YOUR LANDLORD | WASTING MONEY
THIN WALLS | NO BACK YARD | RENT INCREASES
NO PARKING SPOTS | NO FRONT YARD?

Now is the perfect time to become a homeowner. Let us help you find an affordable home that you will love!

To make the transition from renter to homeowner even easier on families, we are offering **FREE RENT** to first time homebuyers who purchase a home with Christine Hale Realty Group.

That's right! Christine Hale Realty Group will pay the final rent payment installment for clients who buy a home with any member of our team.*



Get Free RENT

*Disclaimer: Offer applicable to homebuyers with current rental lease. Amount not to exceed \$2,500. Restrictions apply. Inquire within.

Christine Hale
RE/MAX THE WOODLANDS & SPRING
1620 Woodlands Parkway, The Woodlands, TX 77382

STOP RENTING

Start Owning!

Call Now for a confidential home consultation and ask us about
FREE RENT
281.772.6337

www.ChristineHaleRealtyGroup.com

JUST SOLD
23515 Powdermill Dr
\$187 SF



YOURS COULD BE NEXT!

RYAN LANDRY
REALTOR®
832.642.0341 | ryan@thelandrygroup.com

T L G
THE LANDRY GROUP

exp
One Riverway Drive, Suite 1700
Houston, TX 77056

WANT TO SELL?

Call Now for a **FREE** Home Market Analysis. Let me share how I was able to get multiple offers of \$180+/SF while neighbors were receiving \$160-\$170/SF offers.

My goal is to help you to leave as little money on the table as possible at closing. Give me a shot to earn my commission while selling your home for you!

CALL NOW
832.642.0341

8214 POINT PENDLETON DRIVE

JUST SOLD

8227 POINT PENDLETON DRIVE



YOUR HOME COULD BE NEXT!

Lisa Duco
713.884.7314
lisa@realtysolutionsteam.com

stewart
Realty Solutions

REALTY SOLUTIONS • PBM #147, 1001 TEXAS AVE #1400, HOUSTON, TX 77002

Realty Solutions **stewart**
Realty Solutions Team
PBM #147, 1001 Texas Ave #1400
Houston, TX 77002

WANT TO SELL?

For a complimentary
home estimate
consultation, call
713.884.7314

lisa@realtysolutionsteam.com

Special Events







It's Christmas in July! That means it's time to give back!

Texas Children's Hospital is one of the largest pediatric cancer and hematology centers in the U.S., that provides individualized, state-of-the-art medical treatment for patients with childhood cancer and blood disorders.

Stewart Title Tomball has partnered with Texas Children's Hospital to bring some joy to the sweet babes receiving treatment in the hospital.

We invite you to participate in **BLANKETS FOR BABES!** The fleece is attached and the *No Sew Throw* instructions are herein.

Bring your completed blanket and join us at our office for some Christmas Cheer!

July 25, 2019 | 12pm - 5pm
snacks and drinks provided



becky bohannon
Business Development Officer
Stewart Title Tomball
14080 FM 2920, Suite E | Tomball, TX 77377
713.591.3319



Each month, one of our lucky homeowners that purchased a home with Morton Mortgage in the previous month wins a **NACHO AVERAGE HOUSEWARMING PARTY!**

CONGRATULATIONS!

You are the lucky winner! You get to invite 10 of your friends and family to this fun event, while Morton Mortgage provides the party location, food and drinks! So, don't let the thought of unpacking all those boxes give you any anxiety!

Thank you again for taking the time to write a review and entering to win. Now Let's Party!



RENEE MORTON
President | Morton Mortgage, Inc.

SECOND TUES MONTHLY

AMBRIZA
SOCIAL MEXICAN KITCHEN
10115 LOUETTA RD STE 400
HOUSTON, TX 77070

PARTY 6-8 P.M.



8900 EASTLOCH DR. STE 140 | SPRING, TX 77379
WWW.MORTONMORTGAGE.NET | 932.912.4098



RENTERS TO BUYERS

Free Home Buyer Education Workshop

Join us for an incredible opportunity to learn everything you need to know about the home buying process from leading area professionals.

JOIN US

10.3.19 THURSDAY 4-6 PM

AVENUES AT NORTHPOINTE
11740 NORTHPOINTE BLVD
TOMBALL, TX 77377

RSVP REQUIRED | TEXT: 281.955.7357
GUESTS WELCOMED

LIGHT BITES
Raffle Prize
Google Mini



HOLLY KIDWELL
REALTOR
KELLER WILLIAMS PLATINUM



RENEE SUAGOS
REALTOR
MARSHA TURNER SOTHEBY'S



BRIAN REESE
LOAN OFFICER
PRIMELENDING



RANDY REEVES
INSURANCE AGENT
STATE FARM INSURANCE



Realtors

WANT TO UPDATE YOUR LOOK?

Professional Headshots

THURS • AUG 19 • 10-12

Join us for Free Professional Headshots at our Tomball Office.
By Appointment Only. Space is Limited.

CALL BECKY TO SCHEDULE YOUR APPOINTMENT NOW!





JACOB LITRELL LESLIE MALONEY HANNAH HALBROOKS

FEATURING

Couch Adventures

Becky Bohannon
Business Development Officer
713.591.3319





SET SMART GOALS

workshop

FROM GOAL SETTING TO GOAL GETTING

Reverse Engineer Your Successful 2020

- Are you ready to close the gap between where you are today and where you want to be?
- Is this the year you 10x your income?
- Have you set business or life goals in the past only to find yourself scrambling, stressing or falling short?
- Are you tired of setting the same goals and not quite reaching them? **IF SO, THIS CLASS IS FOR YOU!**

JEN GAUDET is an International Best Selling Author, Speaker, Performance Strategist and Master Transformation Coach. Jen empowers high impact individuals and groups to elevate their life, health and business for maximized impact in their organizations and communities through self care, stress management, mindset, boundaries, and the pillars of human performance.



JEN GAUDET
COACHING SERVICES LLC

GOAL SETTING | SETTING SMART GOALS | CLEAR STEPS TO REACH GOALS

Leave with a strategic plan in place designed to let you know your most important action steps each day, week, month, and quarter to achieve the goals you set and enjoy your life while you reach them! Set yourself for inevitable success with the right system, support and accountability to make 2020 your best!

DATE THURSDAY FEBRUARY 13, 2020	TIME 1:00PM to 2:30PM	LOCATION PARK CREEK INDEPENDENT LIVING 16718 HUFFMEISTER ROAD CYPRESS, TX 77429
----------------------------------------------	------------------------------------	-------------------------------------------------------------------------------------------------

Stephanie Townsend
SENIOR BUSINESS DEVELOPMENT
CELL: 832.455.9971
STOWNSEND@TEXASAMERICAN.COM



TEXAS AMERICAN TITLE




FACEBOOK ADS

for Real Estate Agents

DATE
THURSDAY | SEPTEMBER 26, 2019

TIME
10:30AM - 12:30PM

LOCATION
TOTAL WINE & MORE | WILLOWBROOK
7640 CYPRESS CREEK PKWY, HOUSTON, TX 77070

CE COURSE #37266
2 HOURS | \$15
SPACE IS LIMITED
PRE-PAYMENT VIA VENMO REQUIRED
VENMO: MONTANA-THIGPEN

LUNCH SPONSOR
DALLAS CRAWFORD | ONEGUARD HOME WARRANTY
BECKY BOHANNAN | STEWART TITLE TOMBALL

INSTRUCTED BY

Montana Thigpen
TREC CE TRAINER #4022 | TREC PROVIDER #10307



With Facebook Ads, an entire world of potential leads are right at your fingertips! Join Montana Thigpen as she shares proven tactics that generate results. In this class she helps you create Buyer Ads and Seller Ads while teaching you how to create awareness with a target audience in your local market. These methods will help you farm the territories you want more effectively and the skills learned will distinguish you as a stand out agent!

Special Events

Holiday Sip & Shop

TUESDAY | DECEMBER 8

ROBYN'S NEST BOUTIQUE | 6-9 PM
6402 LOUETTA RD #100 SPRING, TX 77379

20% OFF PURCHASES DURING EVENT

CATERED BY CHEF MICHELLE | CATERING TO YOUR TASTE BUDS

Bring your Business Cards to Register for Door Prizes & Giveaways!

Event Sponsors

Christine Hale
REALTY GROUP

GIVE LOVE
give blood

It takes all types.
But it only takes less than an hour to donate blood and make a difference.

Christine Hale Realty Group is partnering with Gulf Coast Regional Blood Center to host our annual Blood Donation Drive.

Join us and help make a difference in the life of others in our community.

TUES | 8.24 | 9-12pm

RE/MAX The Woodlands & Spring
6620 Woodlands Pkwy.
The Woodlands, TX 77382

ID REQUIRED

BREAKFAST TACOS
WILL BE SERVED

Howl-iday
PET PORTRAITS

Come celebrate this How-liday with a festive Pet Portrait! Bring your furry friend out and capture the magic of the season.

dec 6 2020
sunday
11-2pm

Will be accepting donations to support
Abandoned Animal Rescue

wildwood club house
12331 northpointe ridge
tomball, tx 77377

RESERVE YOUR SESSION TODAY SPACES ARE LIMITED
signupgenius.com/go/8050448aaaf2caa8-howliday

CB&A REALTORS
Joni McCurley, REALTOR®
Helping People Find Their Way Home

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Lakewood GROVE

HOLIDAY PHOTOS IN THE Park

Join us to celebrate the holiday and capture the magic of the season with a fun family photo!

LAKEWOOD GROVE PARK
DECEMBER 13, 2020
2:00 - 5:00 PM

RESERVE YOUR SESSION TODAY
SPACES ARE LIMITED

signupgenius.com/go/4090f49a25a923a7fcl-holiday2

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PEAK UPTIME PRESENTS
WfH
WHISKEY & WORK FROM HOME WITH ZOOM

You're invited to an exclusive virtual event with the Peak UpTime and Zoom teams to learn about whiskey while discussing how you can enhance your 'work from anywhere' strategies alongside other C-level executives in the industry.

We hope you join us for an opportunity to sit back, relax, and 'whiskey from home'!

12.9.2020 | 3:30 pm CST
Online via Zoom Webinar Link

JENNIFER WREN
Whiskey Expert

For a portion of the event, whiskey expert Jennifer Wren will join us to take us on a live whiskey adventure. She will provide a sensory experience to enjoy the magic of whiskey using this kit created for this exclusive event.

virtual BINGO!

FRIDAY 4.17.20 @ 1:30 PM

JOIN US TO WIN MYSTERY PRIZES

LOCATION: zoom link provided upon rsvp
download 2 bingo cards: <https://mfb.us/m/eqjq3h>

Holly Kidwell
home is where your story begins. I'll help you get there
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kw PLATINUM REALTY
KELLER WILLIAMS

Special Events

Resumes



Faith FREYOU

23 BEDLAND PLACE, THE WOODLANDS, TEXAS 77382
936-444-6142 | FAITH.NOEL@MSN.COM
FAITH FREYOU FAITHFREYOU

Education

The Woodlands High School
Class of 2023
Class Rank: 263/1225
GPA: 3.740 (Cumulative) 4.03 (Weighted)
Honors Academic Letterman
ACT Score: 25

Activities & Leadership

The Woodlands High School 2020-21
• Tutored middle school students with homework and helped them to develop healthy study habits.
• Volunteered at various community events.

Varsity Golf | Lady Highlanders
The Woodlands High School 2020-21
• Lady Highlander Golf, The Woodlands.
• Completed all tournaments with high-level athletes.
• Team of over 100.
• Showcased my skills at team practices.
• Set goals with a team and worked toward achieving them together.

National Honor Society

The Woodlands High School 2020-21
• Volunteered in the community with the highest level of service.
• Made connections within the community and with peers.

Community

The Lutheran and Lymphoma Society
Houston, TX, 2020
• Coordinated fundraising events and campaigns for social media and advertising to raise money and awareness.

Work Experience

Nanny | The Woodlands, TX 2020-21
• Provided childcare for one male child, age 10.
• Assisted in education with guidance on homework assignments.
• Provided transportation from school and to/from extracurricular activities.
• Prepared nutritious meals and snacks.

Hollister Co. | The Woodlands, TX 2019
• Administrative assist of sale transactions along with opening and closing procedures.
• Gained customer shopping experience by assisting in choosing styles that fit personality and shape.

Honors & Awards

Honors
• Honor Student (9)
• Honor Student 1 (9)
• Honor Student 2 (9)
• Honor Chemistry (10)
• Honor Geometry (10)
• All Academics (10)
• Honor English (10)
• Honor Math History (10)
• Honor Math (10)
• AP Psychology (12)
• AP Biology (12)
• Dual Credit English (12)
• Honor Business (12)
• Honor Government (12)
• Honor Anatomy and Physiology (12)
• Honor English (12)

Awards
• National Honor Society
• National Science Honor Society
• Letterman Academic (3)

MASON MCLAUGHLIN

COLLEGE STUDENT

SUMMARY

I am an industrial engineering major aiming to obtain a position that can help me improve and learn new concepts relating to my field of study.

KEY STRENGTHS

- Engineering
- Project Management
- Problem Solving
- Organization
- Team Building
- Process Development

COMPUTER SKILLS

- Microsoft Office | Word, Excel, PowerPoint
- AutoCAD
- Revit
- AutoCAD
- AutoCAD

INTERESTS

- Football (NFL, College, University of TX)
- Video Games
- Travel
- Reading
- Music

CONTACT

616-556-7671
masonmclaughlin@yahoo.com

WORK EXPERIENCE

Clinical Intern
Texas Children's Hospital (August 2019 - Present)
Responsibilities include filing, dealing with correspondence, maintaining data using computer in medical records, and other general office duties.

Clark
Clark's (June 2019 - Present)
Duties include greeting and providing assistance to customers, training new clerks, cash register operation, stock movement, retail clerical duties, stocking shelves, and maintaining the store clean and organized.

ACADEMIC BACKGROUND

University of Arkansas | Fayetteville, AR
BA, Industrial Engineering May 2020
GPA: 3.0
Major: Industrial Engineering

Christian Brothers College High School | St. Louis, MO
Senior Student
Graduated May 2014
National Honor Society (2014-2015)

ENGINEERING PROJECTS

Simulation and Improvement of High Variability Factory
December 2018 - December 2019
Developed an event simulation model of a manufacturing plant that was being closed with production and high sales costs.
Identifying inefficiencies in the plant and recommending solutions to improve production and reduce costs.

VeggieBike Bike Redistribution Project
November 2018 - December 2019
Developed an event model that determined the optimal number of bikes needed to meet customer demand with minimal maintenance throughout the day.

Wind Point Bridge Design for Freshman Engineering Program
December 2018
Designed a bridge supporting multiple bridges with certain requirements under a cost restriction.



CHAZ WESTMORELAND

PERSONAL TRAINER

CONTACT

832.746.6830
chazwestmoreland@gmail.com

EDUCATION

UNIVERSITY OF HOUSTON
B.S. in Fitness & Human Performance
Class of 2017

SKILLS

- Microsoft Office Suite
- Fitness Assessments
- Equipment Operation
- Safety Planner
- Program Development
- First Aid Certified

EXPERIENCE

STANDARD FITNESS
Personal Trainer (2018 - present)
• Provide personal training services to gym members and personal clients.
• Prepare personalized fitness routines and meal plans.

VETERAN'S SERVICE OFFICE | U.S. OF A CLEAR LAKE
Veteran Liaison (2016 - present)
• Assist veterans and their families transition to college.
• Develop presentation and newsletters for educational and training purposes.
• Referring and President of VSA - Students Veterans of America.

RENNES VS
Support Staff (2015 - 2016)
• Security | Concert Set-up | Server

CERTIFICATIONS

2018 Personal Trainer Certification



SONIA CASILLAS

PROJECT COST ANALYST

PROFESSIONAL PROFILE

Experienced Project Management Analyst, with an established history of working in the energy and construction industries. Strong professional skills, with extensive experience providing analytical budgeting and forecasting.

CORE STRENGTHS

- Excellent at interacting with senior management, external contractors and related stakeholders.
- Resourceful, innovative, quick thinker that is detail oriented, organized and utilizes resources to enable simultaneous and effective management of numerous projects.
- Dynamic communication, presentation, relationship building, and problem-solving abilities.

CONTACT DETAILS

Cell: 713-549-4468
Email: sonia1184@yahoo.com
skcasillas.com/sonia-casillas-27634432

INDUSTRY EXPERIENCE

Kinder Morgan
Project Cost Analyst, Senior I | July 2008 - Present

- Direct work with principle and senior level project managers to gain financial knowledge of assigned projects totaling up to \$200M.
- Construct, analyze, and submit monthly and yearly department budgets and forecasts, approximately 250 employees at \$40M+ for labor, non-labor, and fleet to Corporate Financial Planning and Operations.
- Successfully organized a multiple department cost coding structure effort that included submitting \$20M in coding transfers to Accounts Payable, providing guidance on coding transfer documentation to General Ledger Maintenance, working with Procurement to ensure current and new Purchase Orders coded accurately.
- Prepare Monthly Project Reports (MPR) for South Region. RMI forecast up to \$1.5B, to be presented at monthly MPR meetings with upper management.
- Analyze monthly submittal of accruals, forecast, cost transfers, and detailed variance explanations for capital and expense projects.
- Maintain constant analysis of actual spend against monthly forecast and research issues proposing a threat to submittal forecast and/or accruals.
- Distribute coding correction request to team members to transfer invalid cost coding.
- Generate program financial data for projects up to \$200M summation for Project Management and Business Development in order to realize and continue financial spend goals.
- Formulate and lead team building initiative for department consist of multiple team to improve overall group performance.
- Maintain knowledge of all reports while maintaining good relations with several levels of personnel.

Mustang Engineering | Contractor at Kinder Morgan
Project Book Specialist | August 2006 - July 2008

- Organized project closure documents (job books) according to Engineering Standards.
- Communicated productively with project managers, operation managers and external agencies to recover project documentation for a backlog of 900 job books.
- Reorganized and distributed completed job books to Engineering Records, Operations, and Project Management departments.

EDUCATION

Master of Business Administration | Finance
Completed graduation December 2017
Bachelor of Business Administration | General
Class of 2008

University of Houston
College of Business

JEANNA KELLY

COMPLIANCE MANAGER

PROFESSIONAL SUMMARY

Compliance Manager with over 25 years of cross functional experience in planning, organizing, and managing high-level business operations. Entrusted with achieving optimal utilization of resources through proactive workflow planning and coordination. Dynamic communication, presentation, relationship building, and problem-solving abilities. Proven ability to build strong working relationships. Self-motivated, innovative thinker, who consistently pursues new challenges and learning opportunities.

CORE STRENGTHS

- Resourceful, innovative, quick learner with the ability to adapt quickly to change and calmly navigate through demanding conditions.
- Broad in-depth experience in compliance and employee development management, operations and administration, and strategic planning.

CONTACT INFO

936-499-1611
jeanna.kelly@outlook.com

WORK EXPERIENCE

EXPRESS ENERGY SERVICES, HOUSTON TX 2013 - PRESENT
Corporate Compliance Manager
• Responsible for the identification of key systems and processes that drive HSE compliance and monitor their effectiveness.
• Develop and implement company HSE/OSHA policies and procedures.
• Partner with HR to assist with understanding all new hires to ensure regulatory compliance and monitor their effectiveness.
• Team with HSE/OSHA to perform accident investigations.
• Develop and implement company HSE/OSHA policies and procedures.
• Manage and oversee the drug and alcohol program utilizing SIDA, Third Party Administrator.
• Manage and fulfill request for Third Party Drug and Alcohol Auditing Agencies (MD&S, DPA, Swabia, etc).
• Lead the selection, development and deployment of current Learning Management System (LMS).
• Coordinate with Fleet Manager to ensure correct registration of vehicles.

Employee Development Manager
• Direct the development and operation of Express University, a \$4.5 million, state-of-the-art training facility.
• Work closely with the OSHA Team ensuring safety training materials were current.
• Lead the implementation and development of SIDA, the new Learning Management System, to incorporate interactive self-training as well as Computer Based Training and Knowledgebase.
• Administration for the drug and alcohol program utilizing SIDA.

NATIONAL OILWELL VARCO, HOUSTON TX 1997-2011
Project Manager | Domestic Administration for Learning Management System
• Responsible for the identification of key systems and processes that drive HSE compliance and monitor their effectiveness.
• Develop and implement company HSE/OSHA policies and procedures.
• Partner with HR to assist with understanding all new hires to ensure regulatory compliance and monitor their effectiveness.
• Team with HSE/OSHA to perform accident investigations.
• Develop and implement company HSE/OSHA policies and procedures.
• Manage the drug and alcohol program utilizing SIDA, Third Party Administrator.
• Lead the selection, development and deployment of Learning Management System (LMS).

OSHA Coordinator
• Direct on the Administration of the drug and alcohol program SIDA, Third Party Administrator.
• Administered and distributed OSHA policies and Master Service Agreements.
• Coordinated the development of OSHA online training materials.
• Administered company-wide training management system (Infor Talent Management 4.2.2).



Blaire WINKLE

32650 Ryder Cup Lane, Magnolia, TX 77354
832-745-2930 | blaire.winkle@gmail.com
BLAIRE WINKLE BLAIREWINKLE

Education

Legacy Preparatory Christian Academy
Class of 2021
• GPA 3.8 (Cumulative) | 3.75 (Weighted)

Regular University
Summer of Discovery 2020
• Overview Christian Scriptures, Speeches for Business Majors and Research English
• QPA 3.54

Activities & Leadership

Legacy Preparatory Christian Academy
• Varsity Volleyball Team 2018-21
• Student Council 2018-21
• Yearbook Staff, Academic Editor 2018-19
• National Honor Society 2019-2021

Revolution Volleyball Club
• Club Volleyball Team 2017-19

Remedial Volleyball Club
• Club Volleyball Team 2018-17

Honors & Awards

- English 1301 - Dual Credit
- English 1302 - Dual Credit
- Government - Dual Credit
- Research - Dual Credit
- Psychology - Dual Credit

Awards

- Team Captain - Varsity Volleyball 2018-21
- MVP - Varsity Volleyball 2019
- Lion Heart Award - Varsity Volleyball 2021
- 1st Team All Districts Varsity Volleyball 2020
- 1st Team All Districts Varsity Volleyball 2019
- 2nd Team All Districts Varsity Volleyball 2018

Chesapeake Baptist Church
1851 Volunteer 2021-19
• Oak Ridge Baptist Church Member
• Bear Branch Elementary
Class Assistant 2021-18

Email Signatures



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REALTOR®

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Kara Kilgo

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Gift Baskets





Gift Baskets

Open Houses



Client Testimonials



Holly Kidwell
REALTOR®

So thankful for Heather and the support she gives to my business. She is truly talented at creating and executing fun ideas to keep clients engaged. I tend to overthink ideas and would have continued to do so without her. Heather has brought confidence to so many areas of my business. Allowing me to stay connected with clients, face-to-face and through social media. Really helping my brand come together. Since working with Heather I have seen positive growth in the areas of business she has touched. I am truly thankful for her and her level of dedication to my success.



Alison Barajas
VIRTUAL ASSISTANT

I have had the pleasure of knowing and working with Heather for almost 5 years now. Not only is Heather incredibly knowledgeable, she is creative in her strategy and problem solving. She recently helped me launch my new business and there is no way I could have done this without her. She created a beautiful and spot on logo for me. I cannot recommend Heather and CoxRox Consulting highly enough! It is well worth it to take the next step in your business!



Becky Bohannon
BUSINESS DEVELOPMENT MGR.

When I first met Heather, I was extremely impressed. We talked about how much she loves to help people and their business. She had her notebook and took a ton of notes of my expectations, my thoughts and what I envisioned for my business. Heather has helped me with pop-bys, flyers, Facebook ads, even with my son's graduation party. Heather is very motivated to get the job done no matter what the job is! I can always depend on Heather and her professionalism.

Client Testimonials



Kara Kilgo

NEW HOME SALES COUNSELOR

Heather is absolutely amazing! I can have a idea or thought in my head and she can make a beautiful marketing piece that is exceptional. She finds the perfect illustrations and wording and the final product is “nail on the head” EVERY-TIME. Heather is always positive, ready for a good laugh and will spend time with you to make your project perfection. I am so grateful for her talents; it makes me better in my career!



Jade Hearn

REALTOR®

Heather's services are ESSENTIAL for my business. She is gifted at taking a marketing idea that I have and creating it and making it come to life! Every project I am blown away that the execution is so much better than the original idea that I gave her. She is also wonderful at coming up with creative ideas that I never would have thought of!! My clients love everything she does! My business has doubled since our team started using her!

Thank *You!*



Contact *Me*

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