

Cassie Jones

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Scientific & Regulatory Consultants, Inc. provides a full range of regulatory services for the antimicrobial industry. Our consultants' insight provides scientifically-sound, cost-effective, and timely solutions to routine and complex issues facing our clients. Our collective knowledge base includes experience in industry, laboratories and with government entities. For more information about Scientific & Regulatory Consultants, Inc. visit our website at www.srconsultants.com

PROFESSIONAL EXPERIENCE

Scientific & Regulatory Consultants, Inc., Columbia City, IN

2018 - Present

Operations Analyst (2018 - present)

- Identify and advise management of trends, problems and issues as well as recommended course of action
- Maintain financial records
- Interpret client needs and offer viable solutions
- Manage cyber security and IT issues and needs
- Create marketing document and manage SRC social media account
- Create and present content in management and finance meetings

STAR Insurance Agency, Columbia City, IN

2015-2018

Insurance Account Executive (2016-2018)

- Serviced commercial and personal insurance needs of clients
- Performed corporate risk analysis
- Represent clients in coverage, price, and claims negotiations
- Assisted with budget, insurance rates, and pi
- Employee hiring and orientation
- FHA and DORA coordinator
- Website production and management
- Supervised and trained intern staff

Insurance Sales Intern (2015-2016)

- Analyzed commercial insurance policies
- Created sales proposals and insurance summaries
- Assisted in sales presentations
- Performed insurance quotes, policy changes and claims inquiries
- Managed client information in AMS 360 Agency Management System

Scientific & Regulatory Consultants, Inc., Columbia City, IN

2012-2015

Seasonal Intern

- Managed interns and temporary staff
- Created training documents
- Converted paper records into an electronic database
- Created chain of custody and shipping documents for GLP study files

Young Entrepreneurs Across America

2013-2015

Branch Manager

- Created and managed a painting company
- Hired and managed 12 employees
- Performed marketing and sales activities

EDUCATION

Bachelor's Degree in Business Management, Entrepreneurship and Corporate Innovation, Kelly School of Business, Indiana University
Bloomington, IN; 2016

CORPORATE PROFESSIONAL AFFILIATIONS

British Association of Chemical Specialties (BACS)
Center for Biocide Chemistries (CBC)
Household & Commercial Products Association (HCPA)
International Sanitary Supply Association (ISSA)
Personal Care Products Council (PCPC)

PROFESSIONAL DEVELOPMENT

American College of Toxicology

The Introduction and Application of GLP Regulations; 05/19

Aptera Software

Social Selling on LinkedIn Training; 01/18

Catalyst 1440

Catalyst Leadership Conference; 10/17

ECG, Inc.

Convince Me: Persuasion and Negotiation Training; 08/18

Gladieux Consulting

Better Business Writing: Add Power to Your Words at Work; 05/18

Better Business Writing; Skill Building; 08/13

Global Leadership Network

Global Leadership Summit; 08/19, 08/18

Sandler Training

Corporate Sales Training; 05/17

Scientific & Regulatory Consultant, Inc.

EPA 101 Part 1 and 2; 02/19

Child Resistant Packaging; 01/19

Society of Quality Assurance (SQA)

Intro to 21 CFR Part 11: Electronic Records; Electronic Signatures; 06/18

Whitley County Economic Development Corporation

Leadership Whitley County; 09/16

Young Leaders of Northern Indiana

My City Summit; 01/17