

Jacqueline Donahue
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[See my picture!](#)

Education

2008-2011	State College of Florida	Bradenton, FL
	Major: Business Administration/Accounting Current GPA 3.6	
1977-1981	Pinelands Regional High School	Tuckerton, NJ
	College Preparatory Classes GPA 3.7	

Work

Experience

05/08-09/11	Harmony Healthcare Center Business Office Manager: Accounts Payable, Payroll, Human resources, banking,	Sarasota, FL
02/08-05/08	John Michael Smith, CPA Office Assistant: Answering phones, client relations, scheduling appointments, data entry, strong communication skills	Sarasota, FL
11/94-02/06	Star Productions Administrative Assistant: Accounts Payable and Receivables, financial reports, banking, correspondence, travel scheduling, bulk mail.	Sarasota, FL

Awards

2010-2011	State College of Florida – Dean’s List	Sarasota, FL
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