

MITCHEL A. BROOKS

Home Address

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Washington, DC 20002

Contact information

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EDUCATION:

Florida A&M University, School of Business & Industry
MBA, Master of Business Administration
Graduate GPA: 3.4

Tallahassee, FL
August 2006 – December 2008

Florida A&M University, School of Business & Industry
BA, Concentration in Marketing
Cumulative GPA: 3.23, Concentration GPA: 3.89
Honors: Dean's List; National Honor Society

Tallahassee, FL
August 2002 – April 2006

REVELANT EXPERIENCE:

Document Systems, Inc

Director of Business Development

Washington, DC

June 2009 - Present

- Information Technology Firm, \$12 million annual sales in 2008, that provides state-of-the-art enterprise content management consulting, products, and support to the government and private sector.
- Responsible for developing the framework and strategic direction to enter new markets, sell new products, and develop our lines of business.
- Sr. Project Manager on the top two client accounts that make up 40% of the firms annual revenue

Caterpillar, Inc

Global Marketing & Product Support/Project Manager (MBA Intern)

Peoria, IL
January 2008 – December 2008

- Project Manager on Business Integration Team for CAT Dealer Advisor, an online system that advises 21 global dealerships on best practices and processes, to a successful launch in July 2008 on budget and on time.
- Change Management Master for CAT Dealer Advisor initiative to lead the project in three key areas: department-wide communication, employee training, and reinforcement.

Chrysler Financial

MBA Business Consultants

Orlando, FL

June 2007 – August 2007

- As MBA business consultants to Chrysler Financial, candidates addressed current increasing health care cost and hourly wage structure, to create a proposal that identified innovative strategies to mitigate cost of company's benefit plans.
- Demonstrated knowledge and comprehensive understanding of management decision-making tools and financial model tools in order to create an innovative hourly wage proposal that the United Auto Workers viewed favorable as a win-win solution to save The New Chrysler \$610 million dollars over 4 years.
- Achievement: *First place*, MBA case competition team that featured over 30 top business schools from around the nation including Yale, Wharton, Georgetown, Brandeis, NYU, and Columbia.

National Association of Security Dealers

SVP of HR Corporate Task Force/Team Member (Corporate Intern)

Rockville, MD

May 2006 – August 2006

- Served on an eight-person task force of senior level managers that analyzed organization turnover & retention and recommended solutions to the Executive Committee and Board of Directors.
- Project Manager, corresponding across departments working with HR, Finance, Training, and Regulation to complete application process and win national recognition awards.
- Achievement: AARP - 50 Best Companies for Workers over 50, MD Worklife Alliance - Workplace Excellence Award, American Psychological Association - Healthy Workplace Award

Proctor and Gamble

MBA Marketing Camp

Cincinnati, OH

Summer 2006

- Participated in an intensive marketing program to test and build leadership in product branding, global market development, advertising, and management.
- Served as team lead to create a proposal for an integrated marketing communications plan to increase viewer ship of *The Young and the Restless* and sales of various consumer receptive products.

Certifications: Six Sigma (Certified Green Belt), Change Management Master

Gallup StrengthsFinder™ 5 Signature Themes: Analytical, Competition, Uniqueness, Activator, Context

Alumni and Associations: Gonzaga College High School Alumni, DC Chapter of National Black MBA Association