

DEREK SONDERFAN

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Fair Lawn, NJ 07410

PREVIOUS EMPLOYMENT

Cambridge Management Group, LLC

(10/01 – 6/05)

Hackensack, NJ

Head of Consultant Department

- Designed entire department from scratch. Created new and modified old databases. Constructed templates. Devised systems of tracking and analyzing data.

Funding Consultant Liaison

- Led training and supervising of hundreds of consultants. Composed and edited all training materials. Continues to write a monthly column in a national magazine for consultants.

Assistant to the Sr. Vice President

- Took dictation. Typed and revised contracts, legal statutes, and promotional materials. Served as head writer and literary correspondent for the company.

Coda Inc.

(1996 – 2001)

Mahwah, NJ

Assistant to the Head of the Stand-Out Room

- Factory assembly work.

ACCOMPLISHMENTS

- Can type 80+ wpm; thorough computer experience including Microsoft Word, Word Perfect, Excel, and other programs
- Monthly columnist for the American Cash Flow Journal (June '04 – present)
- Two-time Perry Award recipient for playwriting (2000, 1999)
- Co-Founder, Executive Director, and Head Writer of Prometheus Productions (1998-2001)
- Company and departmental management experience
- Dean's List, 8 semesters

EDUCATION

BFA, Rutgers University (2001)

- Study Abroad, London (2000)
- Varied group experience, including numerous group projects

INTERESTS

- Writing (instruction manuals, novels, theater, other media)
- Production of entertainment events
- Music composition

References available upon request.