

Human Resources Report – December 4, 2012

New Employees

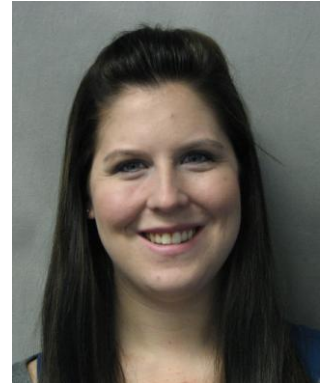
Matthew Orlando - Student Recruitment Marketing Coordinator - 11/26

Matthew joined the Marketing Services team as Student Recruitment Marketing Coordinator on November 26, 2012. In this role, he will oversee marketing activities that support the College's student enrollment goals, including student open houses and events, and a variety of marketing publications and advertisements. Matthew received a Bachelor of Fine Arts in Radio/Television from Sam Houston State University. He has worked as Senior Copywriter with ARS Advertising in St. Joseph since 2008.



Ashley Zeller – Part Time MBA Administrative Assistant - 11/26

The College welcomed Ashley to the Michigan Benefits Access program on November 26, 2012, where she will provide clerical and administrative support to the department. With several years' experience in the customer service field, she most recently worked as a Geek Squad Agent with Best Buy. Ashley is a graduate of Lake Michigan College with an Associate Degree in Business Administration.



Diana Harkness – Case Aid, JET Kalamazoo - 11/26

As a Case Aid, Diana will provide administrative support for the Jobs, Education and Training program. Prior to joining the College full-time on November 26, 2012, she worked with the Kalamazoo Michigan Works! offices as a part time Case Manager Assistant. Diana received a Bachelor of Science in Consumer/Community Services from Michigan State University.



Marie Grant – Staff Accountant - 11/26

Marie joined the Financial Services team on November 26, 2012 as Staff Accountant. In this role, she will assist in the day-to-day operations of the Financial Services department. Marie received a Bachelor of Business Administration from Andrews University, majoring in Accounting. She joins LMC with 5 years General Accountant experience with Andrews University.

