Wendy Morgan

1595 North 210 East

Pleasant Grove, Utah 84062

801-362-6167

Adisneymama@msn.com

# Skills Summary

Excellent interpersonal skills. I love working with others or alone. Always willing to take on a challenge. I can research anything I need to and am willing to put in any effort necessary to get the job done.

# Education

## Bachelor of Science, Business with Accounting Emphasis / 1999

Utah Valley University

Orem, Utah

# Experience

## Business Insight, Inc.

### Owner

June 2017-Present

Managing data allowing manufacturers and distributors to automate sales and inventory data. Building partnerships, customer relationships. Managing and building data mapping for multiple portals that allow manufacturers to see distributor data on a weekly basis and make decisions using modeling.

## Powerful Results Publications

### Chief Operating Officer

June 2014-June 2018

Worked with editors and directed publication of materials. Coordinated launch events. Handled all accounting and tax matters. Managed social media accounts.

## Alpine Innovations, LLC

### Creative Writer

September 2009-November 2012

Managed social media accounts. Ran contests to promote products. Interacted with customer base and social media followers. Wrote content for brochures, flyers and advertisements.

## American Coding Services dba MCT

### Coder

July 2004-Feb 2012

Coded information from documents for attorneys. Quality checked the information from other coders for accuracy.

## Aplus Benefits

### Controller

November 1995-May 2001

Managed payroll and benefits for 1000+ companies. Paid taxes in 40+ states. Managed deliveries of payrolls, as well as direct deposits. Handled all payments for payrolls. Managed Accounts Payable and Accounts Receivable. Gathered all documentation corporate taxes. Created all financial statements as needed for owners and officers. Built automated system for A/P approval.