

Brett A. Frizzell

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Experience

Mediacom Ice Park, Springfield Greene County Park Board, Springfield MO

Community Sports Coordinator, September 2007- Present

- Supervise, organize, coordinate, hire, schedule, and direct staff of over 30 employees in sports activities and associated programs, and sports facility management.
- Involved in event planning and promotions for the Springfield Greene County Park Board
- Oversee events within the Mediacom Ice Park, Jordan Valley Park, and Founder's Park
- Manage Learn-to-Skate Program, program registration, and group skating coaches
- Director of Group Sales Department, responsible for booking all groups and private rentals
- Responsible for product knowledge and placing all orders for the Pro Shop including yearly booking orders, as well as managing inventory and a budget of over \$70,000
- Evaluate and manage all employees in the Pro Shop, while teaching customer service and merchandising

Lazer Perfect Striping and Sealing, Nixa MO

Estimator, July 2007-Septmeber 2007, Manual Laborer, 1994-2007

- Organized bids and proposals based on cost and budget analysis
- Knowledge of the asphalt and paving industry through experience as laborer
- Used knowledge of industry to make accurate and competitive job proposals for customers
- Evaluated business staff and services to improve overall efficiency and increase profit margin
- Prepared information and work orders to be distributed to managers, foreman, and fellow estimators
- Participated in weekly managerial meetings to promote productivity and job efficiency

Liberty Bank, Springfield MO

Cash Management Specialist, April 2007-July 2007

- Conducted training sessions for staff and customers with banking software, products, and equipment
- Developed programs and procedures for the betterment of the company
- Carried out activities to introduce new banking products to existing customers

Mediacom Ice Park, Springfield MO

Senior Manager on Duty, November 2002-April 2007

- Trained eight other managers on the responsibilities, duties, and procedures of the Manager on Duty position
- Co-author of managerial manuals and training handbooks for future managers
- Accountable for maintenance on building and mechanical equipment including Zamboni

Education

Missouri State University, Springfield MO

Bachelor of Science Degree in Finance, Graduated December 2006

- Leadership Scholarship

Skills

Computer Skills

Mac owner and user, iPhone user
Microsoft Office

- Proficient with Word, Excel, PowerPoint, Outlook, and keyboarding skills

Other Skills and Activities

- Leader, Problem Solver, Resourceful, Detail-Oriented, Professional