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2019 – 2020	Special Assistant to the Campaign Manager, Delaware State Senator Cathy Cloutier Research, data acquisition/analysis, special projects, social/website/advertising/technical consultant
2017 – present	Owner,/Operator, greenco cannabis marketing <a href="http://www.greenco.website">www.greenco.website</a> An offshoot of SBS focusing specifically on cannabis and hemp clients across the United States and Canada
2014 – present	Notary Public, State of Delaware <a href="http://www.wilmingtonnotary.com">www.wilmingtonnotary.com</a> Fully-commissioned independent notary public, handling thousands of documents annually
2014 – present	Licensed Insurance Producer The Devine Agency (Allstate Insurance), Wilmington, DE Outbound and inbound lead generation, new business process development, property and casualty sales and service, risk management
2013 – present	Owner/Operator, Small Business Solutions <a href="http://www.sbsbyjamie.com">www.sbsbyjamie.com</a> Digital marketing agency specializing in SEO, PPC, social, digital strategy and technical implementation
2013 – 2014	Field Sales Representative 1&1 Internet AG (now IONOS), Chesterbrook, PA B2B, Door-to-Door MyWebsite Specialist (proprietary CMS) Territory consisted of New Castle County (Delaware) and Chester County and Delaware County (Pennsylvania).

## Hospitality Background

2011 – 2012	Executive Chef	2008 – 2010	Executive Chef, SMM
	Washington Street Ale House/Presto! Café		Mona Lisa Ristorante
	Wilmington, DE		Wilmington, DE
2006 – 2007	Banquet Chef/Server	2003 – 2005	GM/Sous Chef
	Sugarfoot Fine Foods		Union City Grille
	Wilmington, DE		Wilmington, DE
2002 – 2003	Executive Chef/KM	2001 – 2002	Executive Chef
	Del Rose Café		Brandywine Brewing Co
	Wilmington, DE		Greenville, DE
1999 – 2001	KM/Chef de Cuisine	1994 – 1999	Line cook, server/bartender, bookkeeper
	Washington Street Ale House		Crab Trap
	Wilmington, DE		Newark, DE

1992 – 1993                      Administrative Assistant  
English Language Institute, University of Delaware, Newark, DE  
Responsible for orientation, TOEFL testing, grading, attendance, I-20 and F-1 Visa compliance, computer instruction and weekly newsletter for approximately 160 students per intensive 8-week sessions.

1990 - 1992                      Site Supervisor  
University Computing Services, University of Delaware, Newark, DE  
Daily management of Drake Hall's Visual Communications (Art) and Chemistry computer lab, TA for CAD and Photoshop classes.  
Taught introductory classes in UNIX and the Pine email system.

1989 – 1994                      University of Delaware, Newark, DE  
1985 – 1989                      Salesianum School, Wilmington, DE

Board of Directors, Newark Union Corporation (Newark Union Church and Cemetery)

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