

## Marilyn Jones BSc MRCSA

### Managing Director

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 www.linkedin.com/in/marilyncareers

### Key Attributes

- ◆ Résumé Advisor
- ◆ Interview Preparation
- ◆ Job Search Assistance
- ◆ Recruitment & HR Consulting
- ◆ Qualified Scientist & Sales
- ◆ Career Advice

### Marilyn Careers Pty Ltd

*Marilyn Careers Pty Ltd provides résumé advice, résumé rewrites, interview preparation and job search assistance for executive management to students. For organisations we provide recruitment services and in house recruitment assistance.*

- ◆ Provision of professional résumé reviews and résumé rewrites, interview skills training and job search preparation.
- ◆ One on one training, ongoing support and review of future applications to enable employment outcomes.
- ◆ Employer services provided include outplacement, recruitment and internal recruitment assistance.
- ◆ Keeping up to date with what is required in the market place by talking with CEO's and recruiters about what works in a CV and the current candidate hiring climate.
- ◆ Member of multiple online groups, newsletters and job advertisement sites to keep abreast of the latest innovations, technologies and positions available.
- ◆ Passionate about making a difference to people's future success and happiness, by assisting them with their job search and career development.
- ◆ Training in the use of LinkedIn and social media to advance my knowledge and contact base to assist candidates and clients in their recruitment, brand development, marketing, job search, and to generate further referrals.

### PROFESSIONAL CAREER SUMMARY

<b>Managing Director</b>	<b>Marilyn Careers Pty Ltd</b>	March 2015 - Current
<b>Principal   Founder</b>	<b>Marilyn Careers</b>	Feb 2010 - Feb 2015
<b>Senior Consultant</b>	<b>Perkins Resources</b>	Jan 2005 - Jan 2010
<b>Marketing Assistant</b>	<b>SGE Analytical - UK   Trajan</b>	Nov 2002 - March 2003
<b>Recruitment Consultant</b>	<b>Interact Consulting - UK</b>	April 2002 - Aug 2002
<b>Victorian Branch Manager</b>	<b>Kelly Scientific Resources - Melbourne</b>	Feb 2000 - March 2002
<b>Recruitment Consultant</b>	<b>Salvation Army Employment Plus</b>	Oct 1999 - Feb 2000
<b>Recruitment Consultant-Technical</b>	<b>TECHSTAFF</b>	July 1998 - Oct 1999
<b>Scientific Product Sales Specialist</b>	<b>ACC Emerging Technologies (LINBROOK)</b>	Feb 1995 - July 1998
<b>Travelling</b>	<b>Europe, UK, Africa and Thailand</b>	Jan 1992 - Jan 1995
<b>Restaurant Manager</b>	<b>RICHARDSONS INNS - UK</b>	Jan 1992 - Jan 1995
<b>Technical Scientific Sales</b>	<b>Adelab Scientific - Adelaide</b>	June 1991 - Dec 1992
<b>R &amp; D Project Scientist</b>	<b>MEDVET SCIENCE- I.M.V.S. Adelaide</b>	Feb 1990 - June 1991
<b>Honours Student &amp; Tutor</b>	<b>Immunology - University Of Adelaide</b>	Feb 1989 - May 1989
<b>Technical Scientist</b>	<b>Pathology - University Of Adelaide</b>	July 1989 - Dec 1989