



## Annie E. Russo Business Resume

### Education:

Associate Science Degree, Business Administration, Portland State College

Portland Community College, Portland Oregon Nursing, Nutrition

National Institute of Occupational Safety and Health, Certified Pulmonary Function Technician

Med-Help Training School, Concord California, Certified Administrative Medical Assistant and EKG Technician

Medical Educational Development Institute, Certified Occupational Hearing Conservationist

### Work History:

1991-1993

**Hilltop Occupational Medicine Associates**, Richmond, California  
Back Office Coordinator

1993-2003

**Health and Fitness Institute**, Concord, California  
Back Office Coordinator

2003-2006

**RES Environmental Services**, Antioch, California  
Office Manager handled all aspects of office functions, Accounts Payable, Accounts Receivables and Human Resources.

2006-2009

**Res Environmental Services**, Pacheco, California

Chief Financial Officer responsible for overseeing the Administration Department and all financial aspects of the Corporation.

2009-Present

**RES Environmental Services**, Pittsburg, California

Chief Financial Officer, responsible for overseeing the Administration Department and all financial aspects of the Corporation.