

DIANA (BETSY) LIZOTTE

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PROFESSIONAL SUMMARY

Conscientious writer and proven team leader who is excellent at juggling multiple tasks and working under pressure. Broad experience includes Conducting Research, Writing, Providing Human Resource Management, Equal Opportunity Training and Administration, Logistics Services, Fitness Services, and Teaching.

SKILLS

- Self-motivated
- Strong written and verbal communication
- Thorough researcher
- Meticulously organized
- Project management
- Team leadership
- Quick Study
- Microsoft Office Suite

WORK HISTORY

Student

Marymount University – Arlington, VA

01/2016-Current

Maintained a 3.99 Grade Point Average in the Marymount English Writing Program. Published Banner Article on The Women's March, and published pieces in the Magnificat: a critical paper on Mama Younger (*A Raisin in the Sun*) and a women's perspective of basic training in "The Great and Powerful Ogg." For more, see website: betsylizotte.com.

Teacher

Self-Employed - Kaneohe, HI

07/2014 - 08/2015

Provided home-school instruction to one teenager in High School Chemistry, Algebra II, Computer Applications, Personal Finance, and Geometry. Student earned high school diploma.

Personal Trainer and Fitness Instructor

Self-Employed - Camp Walker, Daegu, South Korea

04/2011 - 12/2013

Operated a limited liability corporation called Apsan Fitness. Created a website, advertised, maintained necessary training and skills, and provided fitness services to clients, including preparing fitness prescriptions, food plans, and recording their progress. Taught hundreds of aqua fitness, Yoga, and general fitness classes.

Deputy G1 (Deputy Human Resources Officer) and Equal Opportunity Program Manager

US Army - Fort Bragg, NC

01/2006 - 12/2008

Smoothly ran the US Army Special Operation Command G1 staff (80 personnel). Tracked a myriad of taskings and completed all on time. Spearheaded a civilian personnel system (NSPS) conversion. As EO program manager, incorporated programs and training that resulted in a 50% reduction of formal EO complaints.

EDUCATION

Bachelor of Arts: Writing (Current)

Marymount University - Arlington, VA

- **Master of Science:** Logistics Management (1998)
Florida Institute of Technology - Ft. Lee, VA

Master of Science: Business Management (1999)

Texas A&M - Killeen, TX

- **Bachelor of Science:** Exercise Physiology (1988)
University of Massachusetts - Amherst, MA

HONORS

International English Honor Society, Sigma Tau Delta

Military public service award for service to the military community in Daeg, South Korea.

Certificate of appreciation for teaching a Yoga and relaxation class to pregnant Army women.

Certificate of appreciation as keynote speaker at Women's Equality Day celebration.

Legion of Merit Award from the US Army for various outstanding actions over 21 years of active military service.