

Christie Lee Wirsen

President

Education: Bourne High School, - 1990
Cape Cod Community College, - 1992, 1993
Executive Leadership Training- 2004
Insurance Property/Casualty Training, Educational Training Systems, Inc.

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1996

Qualifications:

- 13 years experience in the insurance industry
- Office Manager and/or Department Manager for 10 years
- 8 years ownership of environmental consulting firm

Experience: Mrs. Wirsen has over 9 years experience in office and business management including strategic planning, accounting and other business system development and implementation, payroll preparation, tax preparation, personnel oversight, and personnel management.

Supplementary Information:

1997-Present

Green Seal Environmental, Inc.

- President & CEO of Green Seal Environmental, Inc.
- Responsible for strategic planning, vision and mission of GSE, business management, personnel management (hiring, termination and problem resolution),
- Responsible for contract review, capitol acquisitions, insurances, business system development and implementation and
- Responsible for accounting
- Oversight of all outgoing technical report and production QA/QC

1995-1999

United Insurance Agency, Inc.

- Insurance Agency Office Manager
- Managed Homeowners Department and Claims Department
- Responsible for payroll and personnel tax liability systems
- Responsible for quarterly and year end tax preparation with accountant.

1989-1995

Johnson Insurance Agency

- Managed Auto & Homeowners Department

- Responsible for payroll and personnel tax liability statement preparation
 - Claims
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