



CAT MARTINEZ

BUSINESS OPERATIONS SPECIALIST



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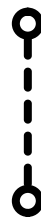
CERTIFICATES

- Shopify
- Quickbooks
- Wordpress

SOFTWARE/TOOLS

- Asana
- Trello
- Todoist
- Monday.com
- Hubspot
- Mailchimp
- Canva
- Quickbooks Online
- Wordpress
- Loom
- Go HighLevel
- Breezy (ATS)
- Dubsado

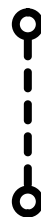
FULL TIME ROLES



HIGHLAND HEALTHCARE

Role: Sales and QA

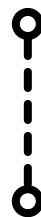
Period: May 2022 - April 2024



FINISH GREEN

Role: Support & Operations specialist

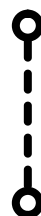
Period: July 2020 - May 2023



COPPER PROPERTIES

Role: Business Operations specialist

Period: July 2020 - May 2023



RELOAD MEDIA

Function: Accounts and Admin Officer

Period: May 2018 to September 2022