**Nikki Walker**

***Nominee for Board Secretary***

Nikki Walker is an Accounting professional Development, with over 14 years of experience in accounting, finance and banking. Nikki is looking to enhance her creative talents in the talent development field as she looks to switch careers. She is focused on professional and personal development and reached out to SEVA ATD as the premier professional association to help solidify her interest in the talent development field.

Nikki self-nominated for the position of secretary, to lend her attention to the details and effective time management of the board meetings.

Key strengths include:

***Excellent Organizational skills***. Developed specific goals/plans to prioritize, organize, and accomplish work. Recognized for cross-discipline talents in needs analysis and problem resolution in fast paced environments.

***Dynamic communication/interpersonal skills.*** Maintained exceptional interpersonal & communication skills. Built & maintained healthy relationships, while interfacing confidently with people of diverse levels and backgrounds.

***Active Listening and problem sensitivity.*** Provided full attention to details, took time in understanding the points being made, and asked questions as appropriate.

***Dedicated, innovative, and self-motivated team player.*** Initiated action and follow through procedures to conclusion of any commitment. Reacted flexibly to changes in priority and direction, assumed increased responsibilities as needed, and motivated others to achieve business objectives.

***Computer competency.*** Knowledgeable with Microsoft Office Suite, QuickBooks and Peachtree Accounting, Sage Fixed Asset software.

**Master in Business Administration, Accounting Concentration**

(4.0 GPA, graduated September 2010) Strayer University

**Bachelor of Arts in Business, Accounting Concentration**

Virginia Wesleyan College (Graduated May 2008)