

Cheryl L. Peterson

27851 Avenida Avila, Temecula, CA 92592

Phone: 951-719-0213 Email: cherylpeterson213@gmail.com

Professional Profile

- Grant and Annual Corporate Sponsorship Proposal Writer
- Instructor and Public Speaker
- Business Process Consultant and Data Forms Creator

Professional Experience

NONPROFIT GROWTH & GRANTS-Owner 2008-Present

- Grant Writer-Winning thousands of dollars in grant awards for agencies from Community and Private Foundations; Cities (CSF, CDBG, EFSP) and Riverside County (CID), for basic needs (food, clothing, housing) for homeless/unsheltered, women, men, children, at-risk children/youth, veterans, and seniors.
- Work with nonprofit agencies to develop best practices for Board Member and Funding Development, Donor Relations, Data Collection Development for Outcomes & Community Impact, Government Regulation Research

PROVIDIAN Project Manager 2000-2002

- Managed internal software and hardware modifications through implementation.
- Responsible and accountable for improving software and end-user processes within several departments.
- Identified break-down of processes and recommended software modifications.

MILES AMEN & ASSOCIATES, Consultant/Project Mgr. 1998-1999

- Project manager consultant to assist client in going "LIVE" on full "*Affinity*" *hospital information system* software applications.
- Specialized in educating end-users and working through processes related to patient care & financial software installation.
- Worked with Hospital Finance Director to resolve end-user process issues, recommended software modifications and interfaced with programmers in the United States on modification specifications.
- Successfully reported to Executive Management, worked floors with Doctors and Nurses, known for excellent client relations and customer satisfaction through product installation and implementation.

QUALITY SYSTEMS. INC., Dept. Mgr, Software Application & Training 1996-1998

- Developed project management methodology and training materials.
- Supervised, hired and managed staff of project managers, trainers and data entry analysts.
- Developed budgets and forecasts for client projects.
- Increased customer satisfaction and improved client relations.
- Excellent communicator with all clients, internal departments and presented at Annual Stockholder's Meeting.

THE COMPUCARE COMPANY Project Manager 1991-1996

- Managed several hospitals clients from contract negotiations to going "LIVE" on "Affinity" hospital information system.
- Recognized for bringing projects in on-budget; forecasting, managing project teams and working with internal departments.
- Achieved high level of customer satisfaction by establishing rapport with customers, assisting them with business analysis of processes and user training.
- Responsible for product/implementation issues and tasks, problem-solving, status reporting, recommending programming modifications; managing contracts and negotiations, working with resources both internal and external to assist hospitals in complete conversion to new "Affinity" hospital information system.

Education

Master of Business Administration, Chapman University, Orange, CA 1999

Bachelor of Arts, Business Administration, California State University, Fullerton 1990