

Objective

Accomplished Professional Speaker/Trainer seeks contract position to help others overcome self-limiting beliefs and therefore improve the quality of life and career

Profile

- Personal Mission and Life's Work: "To empower the human spirit by helping others to overcome self-limiting mindsets and behaviors, thereby finding more meaning, success, and happiness in life and career."
- Have Taught Self-Development Courses on such Topics as:
 - Over 400 Seminars to over 10,000 People on Assertive Communication • Leadership • Customer Service • Coaching Skills • Unacceptable Employee Behavior
 - Over 200 Basic and Advanced Investment Classes, Seminars, and Talks
 - 150 Technical Analysis Software Seminars to Over 6,000 People
 - Have Addressed Groups as Large as 5,000 People on Several Occasions
 - Hundreds of Short Talks to Thousands of People on Personal Growth
- 25+ Years of Speaking and Training Experience
- Strong Leadership and Organizational Abilities
- Strong Critical Thinking and Logic Skills; Detail-Oriented
- Team Player, Easy to Work with
- Accomplished Communicator; Excellent Writing and Typing Skills
- Clear Focus on Excellence in all Endeavors
- Regularly Participate in Ongoing Career-Related Training
- Strongly Computer/Internet Literate (Microsoft Office, Various others)
- Maintain Websites: DougKelley.com, EmpoweredRecovery.com
- Well-Traveled and Well-Read



"Doug left me with a positive feeling running through my veins. He's infectious! It would be great to have him just walk around my company and talk to everybody. Hello positive reality check!"

—Ben Strader, Client Services, Hoover's Online, Austin, TX

"Mr. Kelley was the most affable, personable, and interesting presenter of this type of information [Assertive Leadership] I have heard. He offered general as well as specific solutions to many true-to-business / life situations and problems. He is a talented and motivating presenter."

—SM, HR Director, Memphis, TN

MORE REVIEWS AT
www.dougkelley.com/evals.htm

Professional Highlights

- Authored and published personal growth books entitled *The Game Rules for Life*, and *The Alcoholic Relationship Survival Guide*, in addition to numerous personal growth articles. Currently working on multiple and varied book projects
- Developed and founded Empowered Recovery, a unique self-help recovery program specifically designed to help non-alcoholics cope with and survive an alcoholic relationship
- Developed the *KTS Assertiveness Profile* and the *KTS Behavioral Profile* used in own corporate training programs
- Earned the designation "Certified Seminar Leader" (CSL) from the American Seminar Leaders Association
- Earned the designation "Certified Hypnotist" (CH) from the National Guild of Hypnotists (primarily for personal growth and not used in training)
- Current or past member of the National Speakers Association; the International Network on Personal Meaning; the American Seminar Leaders Association; and the National Guild of Hypnotists
- Acquired Series 7, 63 (Financial), and Life, Health and Annuity Licenses
- Increased Assets Under Management in brokerage firm office by 1000% in first year
- Founded and built office equipment dealership and sold it 6 years later for a six-figure sum
- Won top copier sales award for Savin central region in June 1989 by closing the highest dollar sale (\$100,000) in 20-year company history

Career Experience

April 2000 to Present **Kelley Training Systems, Inc., Punta Gorda, FL**
President / Founder

- Helps others to overcome self-limiting mindsets and behaviors by way of Speaking, Training, Writing, and Coaching
- Specializes in Assertive Leadership, Unacceptable Behavior, Workplace Relationships, Assertive Customer Service
- Hosts several personal growth websites with 200 members; does professional and personal Life-Coaching
- In addition to own clients, regularly contracts with Rockhurst University Continuing Education Center, Inc. (National Seminars Group)
- Previously contracted with Fred Pryor/CareerTrack

July 2000 to June 2001 **Worden Brothers, Inc., Fort Lauderdale, FL**
Speaker / Team Leader

- Taught TC2000 Technical Analysis Software to the public nationwide
- Position required travel to a different city in the U.S. to present four separate seminars each week

July 1997 to July 2000 **Edward Jones Investments, Main Office - St. Louis, MO**
Investment Representative based in Port Charlotte, FL

- Branch Manager
- Built strong and growing business by seeking and acquiring clients to advise in areas of suitable investments and portfolio management
- Strong emphasis on building client relationships with integrity
- Regularly conducted Basic and Advanced Investment Classes, Seminars and miscellaneous group speaking, including talks at annual regional meetings

March 1990 to July 1997 **Black Hills Copiers, Inc., Rapid City, South Dakota**
President / Founder / General Manager / Sales Manager

- Authorized Konica, Savin and Minolta Copier and Fax Dealer
- Marketed line of self-built Personal Computers
- As owner, dealt with all aspects of running a successful business:
 - Accounting—A/R, A/P, Balance Sheets, Profit & Loss Statements, Sales Forecasts, Cash Flow Management, HR, Budgeting and detailed Business Plans
 - Managed 8 employees in 2 different branches
- Heavy emphasis on professionalism, consultative selling, honest business practices, excellent customer service, and creative marketing strategies

June 1981 to March 1990 **Western Business Resources, (IKON Office Systems), Rapid City, SD**
Service Technician and Marketing Representative

- Serviced and Sold Office Copiers, Fax Machines, and Computers

Education

August 1979 to May 1981 Western Dakota Vocational-Technical Institute, Rapid City, SD; AS degree in Electronics

February 2002 Earned Master of Clinical Hypnotherapy certification from the National Board of Professional and Ethical Standards; Registered with the National Guild of Hypnotists as a Certified Hypnotherapist (CH)