**Hon Dr. RAMON T. PAYNE**

424 410 3218

Beandbeyond@gmail.com

**EXPERIENCE *(most relevant listed in priority)***

**Massage Envy, Palos Verdes, CA** April 2022 – Current

*Massage Therapist*

**Burke Williams, Marina Del Rey, CA** March 2021 – April 2022

*Massage Therapist*

**Massage Envy, Marina Del Rey, CA** Oct 2014 – March 2018; Feb 2020

*Massage Therapist.*

**MedMen, Culver City, CA** Apr 2018 – April 2019

*Corporate Massage Therapist*

**Santa Monica Sports & Wellness, Santa Monica, CA** Oct 2014 – Jan 2018

*Massage Therapist*

**Herbal Infusion, Fort Washington, MD** Jan 07 – current

*Massage Therapist*

**National Massage Therapy Institute, West Falls Church, VA** May 2011 – Dec 2013

*Massage Instructor*

Curriculum of Anatomy & Physiology of the body, all of the systems: Urinary, Endocrine, etc in a modular system

Bodywork (Massage fundamentals: Swedish, body mechanics, AIS, Therapeutic) classroom sizes (5 - 25)

filing, grades, etc via Online software

Specialty courses: Sports, Pre-Natal, National Certification preparation classes (Northstar)

**Modern Day Spa, Arlington, VA** August 2004 – Apr. 06

*Guest Services Manager, Massage Therapist*

Facilitate and Coordinate all operations of all departments

Responsible for Accounting, HR, Guest Services and Training of new employees

Maintain all operations, training, scheduling, budgeting of Guest Services (7-10) and

Massage Therapy (5-7) departments

Facilitated and Coordinated training of software and operations training for primary

Pentagon City location and new Tyson’s Corner location

Implement Marketing and Advertising strategies

Handle all Payroll and Accounting duties

Implement, revise and coordinate existing and new business processes and systems

**Ashand Body and Spa, Fort Washington, MD** Apr 06 – Apr 2011

*Spa Specialist, Massage Therapist*

Manage daily front desk duties and responsibilities.

Train front desk and other technicians on front desk processes and procedures, and on spa software (Millenium) applications and features.

Implement and facilitate Front Desk operations

Train employees on all Body care services and body treatments

Create templates for Body Care and other departments

Perform all body care duties: Massage (Swedish, Deep-Tissue, Sports, Reflexology, Hot Stone, Aromatherapy, Body treatments, etc…)

Assist in Strategic Goal Implementation and strategy

**Verve Health & Fitness** Dec 08 – June 2010

*Massage Therapist/Front Desk*

Daily front desk duties and responsibilities.

Train front desk and other technicians on front desk processes and procedures, and on spa software applications and features.

Perform all body care duties: Massage (Swedish, Deep-Tissue, Sports, Reflexology, Hot Stone, Aromatherapy, Body treatments, etc…)

**Accenture LLP, Reston, Va**                 May 2001 – Jan 2003

***Analyst***

CFO Transformation – Solutions Operations

Perform detailed systematic accounting reconciliations of Dept of Educations’ Oracle Financial Management accounting systems and all related feeder systems.

Test, implement and make necessary recommendations and changes on new and existing accounting processes for Dept of Education’s Chief Financial Officer division.

Compile, create and manipulate queries via Oracle FMS.

Compile, create and manipulate data and/or queries via Oracle Application Web-based tool.

Assist Dept of Education management and staff with accounting issues and day-to-day accounting functions.

Create and edit accounting procedures and recommend and implement new accounting processes for CFO Accounting Dept.

**Aerotek, Inc., Columbia, MD**            Sept 1999 – April 2001

***Sr. Credit Analyst***

Credit Department

Determine financial status of prospective and current customers and coordinate assignment or modification of credit levels.

Understand the financial condition and operations of customer base and perform appropriate trend analysis

Evaluate payment and collection patterns of all clients in respective regions.

Analyze Dun and Bradstreet reports and bank and trade references of financially concerned companies.

Develop and train new credit analysts

Collect and monitor A/R on high-risk clients via PeopleSoft

Initiate and negotiate contracts with existing and potential clients

Develop effective working relationships with clients and corporate environment and management

*A/R Analyst*                         May 1998 – Sept 1999

Corporate

Collect and monitor A/R for respective clients in respective regions via PeopleSoft Software

Audit HR and Payroll data of contractors for clients in various regions

Develop and train new Corporate Associates

**EDUCATION**

Cranial Sacral certification Nov. 2011

Thai Yoga Massage certification, Apr. 05

**AWARDS**

Honorary Doctorate, IMELE

National Certification of Therapeutic Massage & Bodywork, Jan. 2005

Massage Therapy Certification, 2004

Tesst College, Beltsville, MD

B.S. Accounting, 1998

Morgan State University, Baltimore, MD

**EXTRACURRICULAR**

Team Lead, Team building, Business Communications & Customer Service training

Toastmasters

Youth Mentoring Program, First Baptist Church, Fort Washington, MD

20 plus years Gymnastic & Stretching experience

**REFERENCES**

*available upon request*