



# CHAISE COFFEY

## General Manager

4318 Shroyer Rd, Kettering Ohio,  
45429  
8659643960

coffeycc2@gmail.com



Dynamic Manager with a proven track record of improving operational efficiency and driving business growth.

Detail-oriented Manager skilled in project management, performance evaluation, and client relationship building.

### SKILLS

- Leadership
- problem-solving
- conflict resolution
- negotiation
- budgeting
- communication

### LANGUAGES

- English — Advanced

### EXPERIENCE

#### General Manager

*May 2019 — Present*

Coffey Kuntz LLC | Kettering, Ohio

- Provided technical support and troubleshooting for software and hardware issues.
- Conducted training sessions for staff on new technologies and software applications.

### EDUCATION

#### High School Diploma

*2011 — 2015*

Centerville High School | Centerville, Ohio

#### Bachelor's in science- Information Technology

*Aug 2024 — Present*

Franklin University | Columbus, Ohio