

Dana L. Grant
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WORK EXPERIENCE

Director for Residence Life Business Operations, Sam Houston State University, July 1997 – Present

- Responsible for overall business area of Residence Life, including student accounts, departmental income and expense accounts, manage \$15M budget, and contracts
- Develop and implement marketing strategies (brochure publications, web page design)
- Oversee summer conferences and guest housing
- Supervise Assistant Director for Housing Services, Assistant Director for Marketing and Guest Services, Accountant II, System Analyst, and other office support staff
- Prepare and analyze numerous reports (income and rate projection) for department
- Maintain technology needs for department
- Central Staff Member of the Year: 1998, 1999, 2000, 2007, 2012
- Staff Excellence Award: 2005
- Bob Cooke Distinguished Service Award: 2006

Adjunct Faculty, University Studies, Sam Houston State University, 2006 – Present

- Teach UNIV 1301, Introduction to Collegiate Studies

Personnel Administrator, First Health, 1995 – 1997

- Benefits administration for office staff of 500 employees
- Provided information on benefits, prepared and administered group presentations
- Responsible for recruiting process; coordinated new hire orientation

EDUCATION

Sam Houston State University, Huntsville, TX

M.B.A. in Management, December, 2000, GPA 4.0

Winner – 2nd Place in the D. Fogarty International Student Paper Competition, 2000

Texas A & M University, College Station, TX

B.B.A. in Management, December 1995, GPA 3.7

Completed special concentration in Human Resources

Member, Beta Gamma Sigma National Honor Society

ORGANIZATION AFFILIATIONS

- Association of College and University Housing Officers – International (ACUHO-I)
- Southwest Association of College and University Housing Officers (SWACUHO)
 - Exhibits and Displays Committee Chair (1999-2003)
 - Newsletter Editor (2004-2006)
 - President-Elect, President, Past-President (2007-2010)
- Walker County Beekeepers Association

REFERENCES

Available upon request