

MARY O. BOYLE

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◆Professional Career Consultant◆

HIGHLIGHTS OF QUALIFICATIONS

- ◆ Concise, focused communicator excelling in one-on-one consultation and training
- ◆ Writing expertise in grammar, résumé preparation, and technical documentation
- ◆ Strong business background in manufacturing and service organizations
- ◆ Adapts quickly to each person's level of experience and career needs

PROFESSIONAL EXPERIENCE

Professional Career Consultant/Principal 2009 to present

Pontus Consulting, LLC, Decatur, GA

- Collaborate with clients to assess past work experience, identify personal preferences/strengths/values, and formulate a plan for next steps on career path
- Provide targeted resources and instruction for occupational research/job search
- Commended for inquiry skills to gather information for developing résumé
- Produce monthly Career Newsletter with free, helpful tips and recommendations
- Develop company web site for own and other small businesses

Consulting and Analyst Positions in Information Technology 1995 to present

The Coca-Cola Company, Atlanta, GA (2006 – present)

- SAP Sales & Distribution Consultant: Transportation lead for Coca-Cola North America (CCNA) deployment to the Juice and Noncarbonated Beverage plants and warehouses

Georgia-Pacific Corp., Atlanta, GA (2003 – 2006)

- Business Analyst / SAP Systems Analyst

JLS Software Services, Inc., Atlanta, GA (1995 – 1999)

- DBS Financial Systems Consultant – clients included TBS and Siemens Energy & Automation

Psychology Research and Experience, Georgia Institute of Technology 2000 – 2003

Intern, Corporate Employee Relations, United Parcel Service, Atlanta, GA (2003)

Graduate Research Assistant, Knowledge and Skill Laboratory (2001-2003)

Editorial Assistant, *Journal of Experimental Psychology: Applied* (2001-2002)

Graduate Teaching Assistant, Dr. Dianne Leader, School of Psychology (2000)

Additional work experience as Administrative Assistant, Accountant, Accounting Technical Supervisor, and Accounting Manager. Industry knowledge includes manufacturing and distribution, service, real property management, and legal defense.

CERTIFICATION AND AFFILIATIONS

Career Development Facilitator (CDF) credential
American Psychological Association, Associate
National Career Development Association
Professional Association of Resume Writers & Career Coaches

EDUCATION

Georgia Institute of Technology, Atlanta, GA
M. S. in Psychology (Industrial/Organizational emphasis)
Minor: Quantitative Methods

University of San Francisco, Sacramento and Orange, CA
Extensive course work in Human Resources, Organization Development, and Organization Behavior

Northern Arizona University, Flagstaff, AZ
B. S. in Accountancy, Summa Cum Laude

PUBLICATIONS

Working Memory and Intelligence: The Same or Different Constructs?
Ackerman, Phillip L., Beier, Margaret E., and Boyle, Mary O. (2005).
Psychological Bulletin, 131(1), 30-60.

Individual differences in skill acquisition. Boyle, Mary O., and Ackerman, Phillip L. (2004).
In A. M. Williams and N.J. Hodges (Eds.), *Skill acquisition in sport: Research, theory and practice*
(pp. 84-102). New York, NY: Routledge.

Individual differences in working memory within a nomological network of cognitive and perceptual speed abilities. Ackerman, Phillip L., Beier, Margaret E., and Boyle, Mary O. (2002).
Journal of Experimental Psychology: General, 131(4), 567-589.