

# Steve Ashley

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Crowley, TX 76036

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- Job History**    2007–Current                      GHM & Associates                      Crowley, TX  
**Sales, Marketing, Ministry, Website Design - Owner**
- Contact local businesses and ministries to solicit website design by contract.
  - Contact local businesses and ministries to offer credit card processing with donations tied to agent fees through Integrity Donations.
  - Establish relationships with Non-Profits to secure donations via the credit card processing through Integrity Donations.
  - Design actual websites for businesses and ministries tailored around customer goals & vision. \*A list of completed sites are available upon request.
  - Provide oversight to local ministries as an ordained minister & conference speaker.
  - Solicit new sales for individuals seeking discount travel as an independent representative for World Ventures.
  - Increased visibility and productivity while maintaining professionalism for client.
- 2006–2009                      Open Door Ministries                      Joshua, TX  
**Pastoral Assistant**
- Assisted Pastor Troy in various administrative duties including editing local column for weekly newspapers and periodicals.
  - Assist Pastor Leanna in ODM and SPARK Worldwide in accounting using 2009 QuickBooks Non-Profit software.
  - Organized and assisted in various aspects of preparation of Conferences where 200-250+ were in attendance.
- 2001-2007                      International Assoc of Benefits.                      Arlington, TX  
**Regional Marketing Director**
- Sales and marketing of health benefits to individuals, small businesses and ministries state-wide.
  - Weekly speaker to 50+ attendees presenting business and providing training.
  - Assisted in development of various sales and marketing forms plus strategies.
- Education**    1966–1977                      Masonic Home & School of TX                      Ft. Worth, TX
- Completed all courses to graduate with High School Diploma.
- Skills**                      Proficient in MS Word, Excel, PowerPoint, Homestead website design software and QuickBooks. Public and Conference speaker plus administration of all facets of conference or preparation. Prepared letters of correspondence both in a customer service function and liaison between company and client.
- Goals**                      To find part-time and/or seasonal work opportunity to supplement my other ongoing business ventures where my skills, abilities and talents will benefit the employer in tangible and monetary ways.