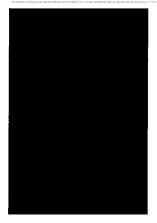
## LU ANN MAHIKI LANKFORD-FABORITO

## **OBJECTIVE**



Looking for adequate employment for my upcoming relation back to my roots on Moloka'i. Seeking a full time position in contract administration, job cost, project management, procurement, progress billing, and all aspects of direct field to office reporting.

## EXPERIENCE

- · Latigo Construction, Inc. Contract Administrator
- Provide support in all aspects of contract reviews. Maintain daily financial & accounting functions. Provide all necessary documentation and implementation of all personnel & safety matters.
- · KSBE Legal Secretary, Office of the General Counsel
- · Gaspro (Airgas) Office Manager

## EDUCATION

Cannon's Business College, Honolulu, Hawaii - Accounting Certificate

Leeward Community College – Business Administration, Plans & Specs & Computer Courses

James Campbell High School, Diploma

Certification

Notary Public, First District Court, Expires 8/26/2018

REFERENCES