

MARK A. PARKINSON

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SAINT CHARLES, MISSOURI 63303-6480
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WORK EXPERIENCE

Missouri House of Representatives - District 16

State Capitol – 201 West Capitol Avenue, Jefferson City, Missouri 65101-8606
State Representative

January 26, 2008—Present

United States Senator Christopher S. Bond

7700 Bonhomme, Suite 615, Saint Louis, Missouri 63105
Deputy District Office Director

November 5, 2004—September 4, 2007

Missourians for Kit Bond

2318 Millpark Drive, Saint Louis, Missouri, 63043
Field Representative

June 6, 2004—November 4, 2004

Responsible for seventeen counties in Northeast Missouri
Staffed Senator at suburban and rural campaign events
Coordinated re-election activities with county volunteers
Senator Bond Prevailed in 100% of the counties in which I represented him

United States Senator Christopher S. Bond

United States Senator John Ashcroft

7700 Bonhomme, Suite 615, Saint Louis, Missouri 63105
Deputy District Office Director

June 5, 2000—June 5, 2004

June 5, 2000—January 3, 2001

Communicate to constituents the Senators' policies and positions on multi-faceted and diverse issues
Act as the primary liaison to the Constituents Services Office in Jefferson City
Surrogate for Christopher S. Bond at events
Coordinate local and national media events
Responsible for researching applicable grant opportunities for Missouri organizations and individuals
Draft grant support letters to federal and state governmental agencies
Accountable for the safe, efficient, and expeditious transportation of the Senator locally and statewide

Brasher Law Firm

211 North Broadway, One Metropolitan Square, Suite 2300, Saint Louis, Missouri 63102

June 1, 1998—March 3, 2000

Clerk

Responsible for the accurate and expedited filing of court pleadings and briefs
Organized, ordered, and maintained all of the law firm's supplies and machinery
Procured all of the attorneys' pre-trial motion dates and times
Prepared and collated opposing council, pretrial, discovery documents
Methodically organized and maintained the active and closed cases in the file room
Packed and shipped closed case files to clients and the external archival firm

PetsMart, Inc.

2861 I-70 South Service Road, Saint Charles, Missouri 63301
Receiving Clerk

November 2, 1992—January 1, 1998

Earned Associate of the Year Award for 1994
Responsible for the accurate entry of incoming merchandise into perpetual inventory
Achieved a 98.9% average on merit tests of product and procedural knowledge

EDUCATION

Saint Louis University

220 North Grand Boulevard, Saint Louis, Missouri 63103
Bachelor of Arts and Sciences, Political Science

Degree Awarded May 2000

KEY PROFESSIONAL SKILLS

Planning, organizing, and coordinating multiple projects simultaneously to reach established goals
Communicating new or complex information in a clear and concise manner to diverse audiences
Identifying complex problems and implementing solutions, independently or with a team
Accomplishing maximum amount of work through delegation and time management
Directing, training, and guiding others in new and challenging concepts
Determining most cost-efficient way of utilizing valuable resources
Selecting, developing, and establishing new and innovative ideas
Evaluating to measure effectiveness and progress of new ideas

ORGANIZATION MEMBERSHIPS

College Republicans, Saint Louis University Chapter, 1996—2000
Delta Sigma Phi—Phi Chapter, Saint Louis University, 1997—2000
Missouri Republican Party, 1999—Present
Republican National Committee, 1999—Present
National Rifle Association, 1999—Present
National Park Foundation, 2006—Present
Ducks Unlimited, 2006—Present
Missouri Right to Life, 2007—Present

ACTIVITIES

Fly Fishing
Bowling
Snowboarding
Shooting Sports
Current Events