



Unified
Investigations & Sciences, Inc.



Kentucky Service Center

Linda Billups

Administrative Assistant

Louisville, Kentucky

502-243-3110

lbillups@uis-usa.com

EDUCATION:

Owens Community College, Toledo, Ohio
Executive Secretarial Technology
Associate Degree January 1982

EMPLOYMENT:

Unified Investigations & Sciences, Inc.
Louisville, Kentucky
Administrative Assistant, Secretary
12/08 – 10/09
12/10 - Present

Continuum Technologies
Louisville, Kentucky
Medical Transcriptionist
11/01 – Present

Owens-Illinois, Inc.
Toledo, Ohio
Legal Department Secretary
4/89 – 2/96

Master Chemical Corporation
Perrysburg, Ohio
Information Processor III
3/82 – 3/88

PERSONAL NARRATIVE:

Linda enjoys walking, reading and baking. When not doing these things, you can find her busy with her two sons' activities (Boy Scouts, basketball and football). She can also be found doing medical transcription on some weekends or evenings.