#### ELLISA DENISE DREXLER



## Personal



## Education

University of Louisville, School of Police Administration and Criminal Justice August, 1981 to December, 1985

Weikel Real Estate School. April, 1987. Licensed Kentucky and Indiana Real Estate Salesperson

Marion C. Moore High School. Louisville, KY. Graduated, June, 1981.

# Business, Social

### And Civic

Organizations Trustee, Highview Fire District, May, 2010 – present.

City Clerk/Treasurer, City of Poplar Hills, KY. October, 1985 to present.

Treasurer, Glencoe Neighborhood Association, Inc., 1998 to present.

President, Fraternal Order of Police Associate Lodge, #25, 2006-2008.

Vice-President, Fraternal Order of Police Associate Lodge #25, 2004-2006

Associate Member, Louisville Bar Association. June, 1984 to present

Member, Moose Lodge Chapter #573, Louisville, KY 2004-present

Adult Advisor, Audubon Police Explorer Post #469, 2005-2006

Adult Advisor, West Buechel Police Explorer Post #790, 2000-2005

Member, County Judge/Executive Rebecca Jackson Complete Count Committee, 1999-2000.

Board Member & Secretary, Poplar Level Area Business Association, 1999 to 2004

Member of Kentucky League of Cities

Member of Jefferson County League of Cities

Kentucky Real Estate Commission – Licensed Kentucky Real Estate Salesperson

Indiana Professional Licensing Agency – Licensed Indiana Real Estate Salesperson

Notary Public, State at Large, Kentucky

## **Appointments**

## And Honors

2010 Sheriff's Citizen Support Award, Jefferson County Sheriff's Office, May, 2011.

Learning for Life, President's Award, 2005.

Learning for Life, Buckskin Award, 2004.

Learning for Life, District Merit Award, 2003.

American Biographical Institute, Inc. Woman of the Year, 1994.

Who's Who Registry of Rising Young Americans, 1993.

Council of Women President's "Junior Woman of Achievement Award" May, 1986.

Louisville Bar Association, "Secretary of the Month" Award, March, 1987

Honorary Order of the Kentucky Colonels

Honorary Kentucky State Treasurer

Honorary Page of the Kentucky House and Senate

### Hobbies and

<u>Interests</u>

Music, Theater and Arts; Tap, Ballet and Jazz Dancing; Cooking.

# **Employment** History

## January 1, 2014

To Present: Drexler's Food Mart, LLC, 8122 Wax Road, Clarkson, KY 42726

Owner/Operator. Managing and Supervising of a small convenience store. Responsible for the day-to-day operations, including purchasing, distribution and selling household items, groceries, snacks and fuel. Management of financial records, payroll, employees and public relations.

## May, 1995 –

Present:

Drexler's Auto Service, Inc., 4900 Contractor's Court, Louisville, KY Office Manager. Responsible for the day-to-day management of thriving automobile repair business. Management of financial records, payroll, customer service and public relations.

## April, 1994

To 1997:

National City Bank, Yorktown Branch, 7600 National Turnpike, Louisville, KY 40214.

Customer Service Representative/Teller. Responsible for providing customer service in processing banking transactions.

## May, 1981

To 2007:

Shirley E. Pettyjohn, Law Offices, 6924 Norlynn Drive, Louisville, KY Director of Administration/Office Manager. Office manager and administrator of a busy law firm. Bookkeeping, payroll, client interviews, drafting and preparation of pleadings and letters, filing and/or recording of same.

### April, 1987

To Present;

Pettyjohn Real Estate, Inc., 6924 Norlynn Drive, Louisville, KY 40228 **District Sales Manager**. Licensed real estate salesperson in Kentucky and Indiana.

#### April, 1985 to

June, 1986: Medford Property Management Company, LaGrange Road, Louisville, KY Assistant Manager. (Part-time) Leasing of apartments, bookkeeping of rental monies received and preparation of weekly reports. Extensive public relations with residents.

#### November, 1980

To August, 1981: Alix Adams Modeling Agency, Louisville, Kentucky **Model.** Part-time work demonstrating and distributing products to potential customers.

June, 1980 to

August, 1980:

Rohm and Haas of Kentucky, Inc., Louisville, Kentucky

Secretary. Summer employment, which consisted of general clerical office duties.