

Irene Marshall, MBA, PhD, CPRW, CPCC, CEIP

I help people get jobs and manage their careers! I am a professional resume writer, interview coach and career coach.

irene@toolsfortransition.com

Summary

I have been helping people manage their job search and their careers for over 11 years.

My background is unique in that I have a combination of industry certifications: CPRW (Certified Professional Resume Writer), CEIP (Certified Employment Interview Professional, (CPCC) Certified Professional Career Coach.

I started as a recruiter with Robert Half in 1999. I have an MBA and a PhD, I have owned small businesses for over 20 years, and a broad background with 40+ years of experience.

I have been a senior writer since 2006 for The Ladders, a job board for executives looking for 6-figure jobs. www.theladders.com

I serve clients in-office in the San Francisco area. I have many clients nationwide, and some international.

My website www.toolsfortransition.com

Phone 510-790-9005 or 800-332-7996.

Email irene@toolsfortransition.com

Specialties

Resume Writer

Career Coach

Interview Coach

Job Search Coach

Public Speaker as a subject matter expert (SME) on career-related topics

Selected resumes: executives, finance & accounting, sales, human resources, general management.

I am a versatile writer with writing experience in too many areas to include here.

Cover letters

Curriculum Vitae

Bio's

Career & Skills Assessments

LinkedIn Profiles

Salary Negotiations

Job Networking Group

Experience

President at Tools for Transition

2003 - Present (8 years)

Provider of career support services including resume writing, career coaching and interview coaching for national and international clients. Brings 10+ years of experience, including 3 years as a recruiter at Robert Half.

Versatile writer and coach who works with local, national and international clients in professions such as accounting, finance, sales, marketing, IT, human resources, operations, mid-level management, senior executives and the trades.

- Writes resumes in-person or through phone and e-mail. Experienced writing for clients who have no resume, have an outdated or poorly crafted version, or need a repositioned or updated resume. The resume writing process doubles as job search and interview preparation.
- Provides career coaching for issues such as creating a 5-year career plan, assessing skills, knowledge, and accomplishments. Assists in developing career transition plans to change industries, career paths, job functions, or relocate.

Offers ad hoc and ongoing coaching for career management issues at a current job.

- Gives in-person and telephone interview coaching to assess past interviews, develop new strategies, and role play for phone, individual and panel interviews. Offers guidance on salary and compensation negotiations.
- Strategizes on addressing difficult problems, such as poor credit, employment gaps, bad references, and resumes that are not verifiable.
- Frequent featured speaker as a subject matter expert on career issues at job networking and professional groups. Has spoken at more than 100 engagements in the San Francisco Greater Bay Area.
- Senior resume writer and regular contributor of articles for TheLadders since 2006, serving \$100K+ executives.

CPCC, Certified Professional Career Coach
CPRW, Certified Professional Resume Writer

CEIP, Certified Employment Interview Professional

61 recommendations available upon request

Recruiting Manager at Robert Half

December 1999 - June 2003 (3 years 7 months)

Conducted full-cycle process for direct hire placements of finance and accounting professionals. Interviewed, screened, and coached candidates, working in close collaboration with a team.

Handled reference checks, salary negotiations, offer letters, and post-placement follow-up.

Developed client relationships to fill open job orders.

- Completed placements that generated almost \$1M in agency fees.
- Maintained an exceptionally low ratio of “fall-offs” (placements that don’t last), because work to ensure solid candidate placements was excellent.

Sales Account Executive at The Adgap Group

1997 - 1999 (2 years)

Sold \$600K in promotional products and other marketing communications tools. Products included custom clothing, imported private label products, online catalogs, company stores, office products and awards.

Sun Microsystems and Synopsis were largest clients, in addition to numerous small to midsize businesses.

1 recommendation available upon request

Vice President at Safe Designs

1990 - 1997 (7 years)

Functioned as Controller with oversight of all financial operations and reporting. Trained and supervised Accounting Manager. Concurrently sold \$2M in promotional products.

- Created and implemented business plan for opening new environmental market. Spoke at both public and private sector events as subject matter expert on the use of environmental products for public education programs. Participated in environmental trade shows and created written collateral.
- Developed and sold several new and innovative products for environmental public education projects, including statewide oil recycling programs.
- Recipient of Special Commendation for Environmental Innovation, awarded by Peninsula Conservation Center Foundation, 1992.

Accounting Manager at IntelliCorp

1982 - 1986 (4 years)

Managed accounting functions for start-up company which went public in 1985.

Skills

Resume Writing
Resume Review
Career Management
Career Counseling
Career Development
Career Services
Career Advising
Career Assessment
Career Transitions
Career Exploration
Interviewing
Interview Coaching
Executive Coaching
Coaching
Job Descriptions
Job Search
Job Evaluation
Cover Letters
Recruiting
Salary Negotiation
LinkedIn

Education

The Ritberger Institute

PhD, Philosophy, 2003 - 2007

Santa Clara University

MBA, Business, 1989 - 1991

California State University-East Bay

B.S., Accounting, 1987

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62 people have recommended Irene

"I worked with Irene on a recent career management project. Irene was a pleasure to work with and she willingly shared her knowledge and expertise. I was very pleased with the final project results and I look forward to working with Irene again."

— **Sharla Allison, M.A.**, was Irene's client

"Irene personifies the truly successful executive in a way few others do. Over the years, even as her company continued to grow, she always made time to contribute to our industry. I've seen two powerful indications she has her finger on the pulse of the rapidly changing career development world. First, she's always on the alert for the meaningful questions from colleagues. She does more than just answer their immediate needs. She'll use the question to craft an answer that explains the issues and offers strategies and tactics that move people's careers forward. Second, she is one of the few who have elevated that old saw "knowledge is power" to its true level. For Irene, shared knowledge is power. She's quick to share proven insights. In short, when people talk about a "force multiplier," they are describing Irene."

— **Don Orlando, MBA, JCTC, CCM, CCMC, CJSS, MCD**, *Owner, The McLean Group*, worked directly with Irene at Tools for Transition

"Not that Irene is short of recommendations, but I'd like to add mine to all the "THANKS!" on here. Irene's resume rewrite resulted in significantly more interest to my candidacy - more phone calls, interviews, and finally, an offer letter. I'll surely recommend her to my friends. Thanks!"

— **Ari Davidov**, was Irene's client

"Irene is a clear and powerful public speaker. Her message is based on easily grasped concepts but she makes you think about them in new ways that can be very freeing and portable. If you get a chance to hear Irene, do yourself a favor and do not miss it."

— **Stephen Puryear**, *Quality Engineer, V2 Bio-Consulting*, was with another company when working with Irene at Tools for Transition

"Irene was referred to me by a client of mine who cares about me and wanted to help me out during

a very rough patch professionally. Im a recruiter and after 20++ years Im struggling with what to do next and how to go about it. So I needed advice just like Ive been giving out. Irene was very helpful. We tried a few things both short term and long term. And she was there each step of the way regardless of the outcome of each step. Irene had suggestions, and each time I made some she not only listened but recommended an approach or a tool to use for each idea. Things are turning positive right now and she really helped. I highly recommend her services. She has all the experience you need. Highly educated, former recruiter, professional resume writer, keynote speaker, and has run her own successful business in the past. Not only should job seekers go see her, but I would suggest companies offer to send valued employees following a layoff. They will benefit and so will you."

— **Rich Goldstein**, was Irene's client

"I had a wonderful time working with Irene and can't wait to work with her some more!"

— **Sarah Andrews**, was Irene's client

"I have worked with Irene on two occasions. Both times Irene provided excellent advice - listening carefully to what my concerns and needs were, then helping me identify what my next steps should be. Recently I approached Irene for help with a difficult business situation. In less than 2 days, Irene helped me determine how to turn the situation into a win-win for the companies and individuals involved - with everyone being happy with the results. I highly recommend Irene for help with career development, and with analyzing and managing specific business issues."

— **Jane Cordingley**, was Irene's client

"Where does a writer go when it's time to create copy but you're too close to the source? Head directly to Irene Marshall when you want an expert's opinion on your positioning as an executive!"

— **Carole Lynn Duffy**, was Irene's client

"I hired Irene to assist me in creating a resume for my job search. She was able to identify qualities that I did not realize I possessed, and craft a clearly written, eloquent resume. I found her personable and very knowledgeable."

— **Maureen DeGarmo**, was Irene's client

"With Irene's expertise in recruitment in the Bay Area as well as her knowledge of new, electronic systems that recruiters and HR managers use to find just the right person, I was definitely in good hands! We've created a great résumé that really shows my value clearly. I'm looking forward to our work together to secure my dream job."

— **Steven Spencer-Steigner**, was Irene's client

"I recently had the pleasure of getting to know Irene while consulting with her on aspects of my career transition. Her firm came highly recommended to me and fully met my expectations! Irene is a veteran HR and career coaching professional who is extremely easy to work with and has a keen sense of the current job search market dynamics. Equally important, at a time when many in the transition field are aggressively trying to push their services, Tools for Transition operates with high integrity and will only try to sell you what you really need at a fair price. I will gladly use them again!"

— **Tim Murkett**, was Irene's client

"Top notch resume editing and production. Highly recommended!"

— **Marc Johnson**, was Irene's client

"I have worked with Irene and have known her for years. She is always at the cutting edge of her profession and is always striving to set new benchmarks for our industry. I am fortunate to know most of the top industry leaders and Irene is certainly atop that list."

— **Jay Block**, *President, The Jay Block Companies*, was with another company when working with Irene at Tools for Transition

"I approached Irene for assistance with redesigning my resume. After a brief introductory session, she quickly determined that one of her colleagues was better suited to handling my needs. I greatly appreciated the candor and integrity she displayed by referring me rather than taking the business herself. Although I wasn't able to make use of her services, I strongly recommend her to anyone looking for resume writing or career coaching services."

— **Jeff Lanza, CISSP**, was Irene's client

"Irene was a great help to me during my recent job search. Not only did she help me totally revamp my resume and cover letter -- which got me noticed by potential employers. Of equal importance, she helped me to work through my experience and skills to realize what I really like doing for a living."

— **Chris Arnberg**, was Irene's client

"I want to echo Gary Kowalski's recommendation for Irene. Her talk at the San Francisco Professional Career Network meeting really helped me focus my job search, which I had thought was already pretty well focused. As soon as I made some adjustments to my LinkedIn profile, resume and cover letters, my search literally exploded and I'm now pursuing several excellent opportunities. I can only imagine that the results would be spectacular for people who actually engage her. I strongly recommend Irene to anyone who wants to clarify their career objectives and create compelling messages to achieve those objectives."

— **Ralph Boethling**, *Sr. IT Business Operations Leader | Consultant | Program/Project Manager, In Transition -- Actively Pursuing New Opportunities*, was with another company when working with Irene at Tools for Transition

"Irene is a wonderful speaker. She led a program on creating a focused resume for the San Francisco Professional Career Network that attracted the largest crowd we've had to date and which was uniformly praised by its attendees. A few of the comments we received included, "Wonderful presentation", "Very concise, logical and helpful information", "Extremely useful", "Incredibly relevant to my job search", and others. Over the past year or so, I have attended many programs of a similar theme; Irene's content and practical advice is among the best. I would encourage anyone wishing to enhance the resonance of their resume or who is seeking career advice to speak with Irene or attend one of her programs. She is truly an expert and a pleasure to work with."

— **Gary Kowalski**, was Irene's client

"I was at one of Irene's first presentations when she was creating Tools for Transition, and she has grown into such an expert on resumes and job searching since then - I truly appreciate her passionate and professional presentations to the Job Connections meetings. She has also helped by connecting me (via LinkedIn) to previous colleagues or clients. I love having Irene in my life."

— **Jennifer Inman**, was Irene's client

"I provided Irene approximately twenty pages of career history in an effort to condense the material to three pages. Irene was an excellent resource. She was professional, timely and definitely challenged me to develop the proper document to market my skills and previous career experience. I will definitely work with Irene on other professional documents."

— **Brent Campbell**, *President, First Midwest Capital Partners LLC*, worked with Irene at Tools for Transition

"I have had the pleasure of being in the audience on two occasions when Irene Marshall has spoken and have come away equally impressed by the reach of her knowledge, her ease in engaging the audience and her willingness to support and encourage job seekers. She has a way of keeping you realistic without discouraging you from following a personal vision. Irene demonstrates her dedication to her craft with a humble and caring touch. Irene gets my enthusiastic endorsement."

— **Jim Dowling**, was Irene's client

"I highly recommend Irene. Irene has tremendous value and is a nice combination of intelligence and personability."

— **Lori Cantafio**, was Irene's client

"Irene has been very insightful in transitioning my career. When I hear anyone about career choices I simply tell them to call Irene!"

— **Steven van Dongen**, was Irene's client

"Even though I am a sales professional, I was stumped on writing my own resume. Irene listened to my experience, asked lots of questions to determine my skills, and developed a customized resume that accurately reflects my experience. During the final stages, we collaborated together to put the final touches on the resume. I would highly recommend her services to others that need help with resume writing."

— **Nancy Ozawa**, was Irene's client

"I was put in touch with Irene via SalesLadder.com and was very pleased to have made the connection. Irene assisted and coach me through updating my resume and profile, taking it to the next level. Even though I am in sales, I was finding it difficult to look within and sell my experience, skills and assets to others. Irene and her team took the time to review my professional career and crafted a profile that I am excited to share and utilize. I highly recommend Irene and her team....and as Allstate insurance says, "you are in good hands...". Thanks Irene!"

— **Andrew Snetsinger**, was Irene's client

"I've sold multi-million dollar projects around the world, but selling myself is still an arcane science to me. Irene was a huge help in clarifying my value proposition and moving up. I definitely got more than I paid for and that's always a wonderful surprise."

— **Ron Garrett**, was Irene's client

"As a peer and colleague of Irene's I am greatly impressed by Irene's expertise and readiness to reach out to help others in the field of résumé writing and coaching. We both belong to the Professional Association of Résumé Writers and Career Coaches and whenever Irene provides her insights to members of the organization, I, for one, pay close attention. She has become a resource that I always rely upon for guidance and direction. Syndee Feuer President & Founder Career Tactics, LLC"

— **Syndee Feuer, CPRW, CPCC, M.Ed.**, *President and Founder, Career Tactics, LLC*, was with another company when working with Irene at Tools for Transition

"Irene provided invaluable insight into our project resulting in a polished, cohesive product."

— **Larry Thomas**, *Professional, JEFFERSON WELLS INTERNATIONAL, Subsidiary of Manpower, Inc*, was with another company when working with Irene at Tools for Transition

"I depended upon Irene's patience, capabilities for multi-dimensional synthesis and objective

analysis to clarify my future intentions at a difficult time. She added clarity, definition, insight and organization to a complex and confusing situation with remarkable sensitivity. Brevity, creativity, simplicity, the ability to listen and deal with persons who demand results in a world of networking are all important must-haves to professionals seeking good timely advice - as I was."

— **Danny Teal**, was Irene's client

"I sought assistance from Irene to rewrite my resume via TheLadders after sending out 30+ resumes with limited success while working with an outplacement career coach provided by my former company. As so many people have noted in recommendations, Irene worked with me to identify my career success stories with tangible results and transformed them into a concise and powerful two page highlight of my management career. Within less than two weeks of utilizing this resume, I had landed my first face to face interview in 5 months! I received an offer from that interview and will begin working in my new position in July. I also had Irene write an executive summary that has been very useful in providing my references a concise document to refer to during phone conversations and as an enticing prelude to my full resume for my contacts to utilize to assist me in my job search. I plan to utilize Irene's talent with any job search I conduct in the future."

— **Kim Salm**, was Irene's client

"I started working with Irene in 2004. We have worked on job search strategies, interview coaching, resume revisions, and career management coaching together. I highly recommend her as a career coach and resume writer."

— **Li Chang, CFP®**, was Irene's client

"Irene worked with me to re-write my resume in an updated and concise format. Two weeks later I had a job offer and I am convinced that it was all due to Irene! She is a wonderful person to work with, has great ideas and really knows how to work your best skills and abilities into your resume."

— **Nancy Russell**, was Irene's client

"Irene, was great to work with. She takes a personal interest but in a professional manner. You always hear that sometimes you have to invest in yourself to get where you want to go. I felt good about the resume Irene did for me and I know it will serve me well in my job search. Irene also went the extra mile in offering me helpful pieces of advice along with other effective tools to use to my advantage. She is a great resource if you need a dynamic and attention-getting resume!"

— **Terry Heltne**, was Irene's client

"I reached out to Irene for help as I prepared for a very important job interview. I was very impressed with her probing questions and thoughtful suggestions on how to approach the

interview. Thanks to Irene, I had a much higher level of confidence going into that interview and was able to proceed to the next step in the hiring process. I strongly recommend Irene to those of you who need seeks guidance in their job transition."

— **Peter Vegeto**, was Irene's client

"I took Irene's help for developing my professional resume back in 2005. I did not know Irene before and she was the one from the many who I have chosen to take a chance with, to help develop my resume. Turned out, I made a correct choice and Irene did not disappoint me. Irene was very professional in her approach, had a good way to extract information from me to help develop a compelling resume. She gave lots of practical and relevant advice on how to market myself as well. For someone who has never had resume writing experience before or wanting to update one after a long time, I would strongly recommend to take a look at what Irene has to offer. Like me, I am sure, you will have made the right choice."

— **Chaganti 'RK' Radhakrishna**, was Irene's client

"Irene was a real pleasure to work with from start to finish. All of our communications were positive and productive and the product she produced was first-rate. I would highly recommend Irene's work to anyone looking for a first-class resume."

— **Shane Walsh**, was Irene's client

"I was recommended to Irene through another Linked-In member for her ability to help craft a resume that gets results. I contacted her and after a few e-mails decided that she could help me. Her process does an unbelievable job in getting you to think about your talents in terms of a hiring company. She then takes the information she is able to extract from you and crafts a document that get results. Within one week of posting her resume for me, it garnered a cross country trip for an interview for high level position. After securing a few more interviews, which I credit to her resume, I actually decided to "hire myself" and start my own business. However, if I ever find myself in the job market again, she is definitely a career coach I would contact again, without a doubt."

— **Tony Eldridge**, was Irene's client

"I'm very fortunate to have found Irene to write my resume. Irene recognized my superb career achievements and what I have to offer. She put the time and attention to really understand my career and translated into a superior quality resume that perfectly promotes me to the job market. She went the extra mile to coach me on how to rewrite my LinkedIn.com profile and recommended Jason Alba's book "I'm on LinkedIn Now What? The book is a very important component of my job search as well as continuing career. Three cheers for Irene? Michael Murdoch, New Business Development Executive"

— **Michael Murdoch**, was Irene's client

"Irene wrote an excellent resume for me. She was very detailed and the communication between her & I was excellent!"

— **Jim Schlander**, was Irene's client

"After I began using the resume Irene crafted I started to get phone calls and interviews. The difference was night and day. I have had five interviews with four different companies and have two call back interviews scheduled for this week and next week. This all happened in the first month I started using Irene's resume. Thank you Irene! Please feel free to use me as a reference in any future marketing materials. Your pre-work and finished product are outstanding."

— **Mike Jordan**, was Irene's client

"Irene gets right to the heart of the matter. She knows how to draw upon your experiences and translate the story in an easy to read, professional looking format."

— **Cheryl Winer**, was Irene's client

"Irene has an excellent process to get the necessary input from her clients and take their resumes to a high professional level. Her process builds confidence that leads to better interviews and job offers for her clients."

— **Robert Luciano**, was Irene's client

"Working with Irene is a positive, exciting and fun experience. She has excellent knowledge and understanding of the entire hiring process. I strongly recommend Irene to anyone going through the job search process. Learn the difference between an amateur and a professional."

— **Karl D. Jackson**, was Irene's client

"Irene was a complete professional. She met my timelines and provided me the best resume. I've referred her and she delivered the same for my referral."

— **Christian Rauber**, was Irene's client

"I used Irene's services as a career coach to land a job with a company I'd been pursuing for almost a year. Irene helped me to see my strengths, improve my weaknesses and did a mock-interview with me that gave me the confidence I needed to land the job! She's terrific! Tricia Hoekwater, PMP"

— **Tricia Hoekwater, PMP**, was Irene's client

"Irene took my resume and changed it. No, that's not true. She truly transformed it. When you have been working for 20 years, you mistakenly think you know how to put your career on paper. I thought my resume was good. Irene showed me just how much difference a true professional can

make. She was thoughtful, took her time, and really got to understand the story I was looking to tell. Then she incorporated all of this into the final document and it went great. I would heartily recommend her to anyone looking for a highly skilled writer in the executive resume space."

— **Stuart Kerr**, was Irene's client

"Irene gave a very insightful and pragmatic talk at Job Connections in Danville, CA. Her SPEAK concept helped me see the hiring process in a new way. I'd recommend her to anyone."

— **Charles Traylor**, was Irene's client

"Irene consistently demonstrated her expertise in helping her clients and mine in moving forward to update their resumes and polish their interviewing skills. I found her professionalism and flexibility in working with me a very strong enhancement for the joint coaching and seminar projects we undertook. I highly recommend anyone needing rapid effectiveness in upgrading their career to contact her right away."

— **Thornton Prayer**, *Owner, Whole Life Coaching*, worked directly with Irene at Tools for Transition

"I employed Irene's services as a resume writer to edit and reformat my document. This is not my area of expertise and the document was a mess and too long - four pages. Yicks. But I was afraid to remove anything because I saw everything as being vital. Irene was able to take my resume down to two pages and yet it says exactly the same thing as my lengthy version did. She is amazing and I highly recommend her. I'm already seeing a difference in the response I am getting from potential employers."

— **Laura Tanin**, was Irene's client

"I have worked with Irene twice to rewrite my resume and have had excellent results. She is extremely professional and great to work with. The benefit I got from her services was invaluable to me and I found an excellent job because of great first impression my resume makes. There is no doubt that I would hire her again in the future and will continue to recommend her to my friends and colleagues."

— **Benjamin Stender**, was Irene's client

"I highly recommend Irene Marshall as a career coach. Perhaps the biggest reason is that she is very compassionate, listens very carefully to your needs and where you are coming from. Then adapts her responses very effectively to what she has heard. She is very knowledgeable and brings a wealth of experience to coach each individual. She helped me at very critical moments in two job searches, 3 years apart. Her coaching was a key factor in enabling me to land jobs shortly after each of these critical moments. What she did on each occasion was to help me step outside of all the subjective issues I was caught up in, and to objectively evaluate the issues and develop a solid

plan for moving forward. It has been invaluable for me to have Irene Marshall as a career coach."

— **Craig Jensen**, was Irene's client

"Example: Irene is a detail-oriented manager who watches the balance sheet like a hawk without losing sight of the strategic objective."

— **Brian G Smith**, was Irene's client

"Irene has been absolutely a pleasure to work with. She has put a new a face to my resume with great care and experience. Irene is professional and personable. She is punctual, reliable and honest. I highly recommend her to my friends and colleagues. I am confident that I will use her services in the future..."

— **Regena A. Zorin**, was Irene's client

"Irene differs from all resume writers I worked with before. She didn't just put my own words in the resume, she talked to me about my present and past jobs and activities, to find the values and experience that could be very useful for a particular job application. She made my resume attractive for an HR manager. It was pleasure working with her."

— **Azaur K. Midov**, was Irene's client

"After sending out more than 30 resumes and receiving two responses, I was very frustrated. I knew I had the experience and results I needed to land a job in the \$150K+ range, but I was not getting the response rate I had expected. I found Irene through the use of the ladders.com site, and quickly received a 2-page resume critique. I carefully considered Irene's credentials as there is a considerable fee for her services.. After speaking with Irene, seeing her credentials and several examples; I agreed to the service. Irene delivered the resume in the time frame she committed and was very easy to work with through the first and second draft reviews. I have sent out of 10 of the rewritten resumes and have recieved 6 CALLS! I even resubmitted my new resume to two jobs I had already applied to and recieved a call back and interview from one that had already turned me down! MONEY WELL SPENT! I WOULD RECOMMEND IRENE'S SERVICES TO ANYONE!"

— **Jason Baker**, was Irene's client

"Irene differ from all resume writers I worked with before - she didn't just put my own words in the order, she talked to me about my present and past jobs and activities trying to find the values and experience that could be very useful on particular job,as well as be attractive for HR manager. It was pleasure working with her."

— **Azaur K. Midov**, was Irene's client

"Irene has gone above and beyond my expected services of her with my resume. Aside writing a

terrific one, she has spent much time with me offering advice and information that she had no obligation to give. I have no complaints about her and she is an asset to anyone she helps."

— **Jason Guarino**, was Irene's client

"Irene Marshall has a unique talent for assessing people's skills and translating that into success. She is a consummate professional who personalizes each client's case. It was both enlightening and rewarding to collaborate with her, and I recommend Tools for Transition to all."

— **Julian Bashore**, *National Sales Manager - Japan, PPG Industries*, was with another company when working with Irene at Tools for Transition

"I give Irene the highest recommendations!! She did a wonderful job, and she was very much helpful. Thank you!"

— **Steven Burda, MBA**, was Irene's client

"Irene has been very insightful and helpful at keeping me focused and staying on track. When I am stuck, Irene shows me how to get on track and build momentum in the process. Irene is an excellent sounding board for a broad range of questions. She helps me have peace of mind that I am moving in the most effective direction for me."

— **Jennifer Castillo, Career Coach and Strategist**, was Irene's client

"In the brief time I have known Irene she has been of great help. She also is a person who follows up on commitments in a timely manner."

— **Doug Stewart**, was Irene's client

"She is a professional at what she does. She has a no-nonsense, holistic approach to life. This style worked very well for me. I wholly recommend her services and unique approach"

— **Isaac Kama**, *Owner, Global Links Enterprise*, was a consultant or contractor to Irene at Tools for Transition

"Irene Marshall is the consummate professional, making it very difficult to choose only 3 attributes best describing her. Irene has the unique ability of being able to always keep her eye on the big picture while paying attention to all the necessary details. When I think of Irene, I'm reminded of the business philosophy: Question: How do you drain the ocean? Answer: One cup at a time. Her one-on-one attentiveness, persistence, and intelligence provide her with the professional respect of all who do business with her and a resultant following of loyal supporters."

— **John Hamminga**, was Irene's client

[Contact Irene on LinkedIn](#)