

## **Sherri W. Martin**

*Miller Cupp Associates  
Office Manager*

Sherri has been with the firm since 1990, coming on board when the firm was a sole proprietorship as Dwight E. Miller. When hired, she converted the bookkeeping from manual to a basic computerized accounting system. That system was then converted to Peachtree Accounting in 1998. Sherri is proficient in both Microsoft Word and WordPerfect word processing programs. She is also utilizes Microsoft Excel, AIA Contract Documents, and SPECTEXT software. Sherri handles all aspects of the office, including payroll and HR.

Sherri is a native of Floyd County, having graduated from Floyd County High School. She is a deacon of Lebanon Church of the Brethren of Mt. Sidney and resides in Weyers Cave with her husband, Sam. They have two grown children and a grandson.

Her interests include cooking, reading, hiking, and routine workouts at the gym.

### *Previous Experience:*

1992 – Present	Miller Cupp Associates, Architects, P.C. Harrisonburg, VA Office Manager
Jan. 1990 - Dec. 1991	Dwight E. Miller, Architect Harrisonburg, VA Office Manager
Aug. '87 - May '89	Mountainside Software Weyers Cave, VA Computer Programmer
Aug. '81 - Nov. '81	Weyers Cave Elementary School First Grade Teacher
Aug. '79 - May '80	Grottoes Elementary School Sixth Grade Teacher

### *Education:*

March '82- May '90	Blue Ridge Community College - Weyers Cave, VA Associate Degree in Data Processing Additional courses in Office Technology
Sept. '75 – May '79	Radford College - Radford, VA B.A. - Early Childhood & Upper Elementary Education