



**Caroline C. Greenwood, *Office Manager***

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Caroline Greenwood joined Griffin Securities as the Office Manager in 2014. Prior to Griffin she was the Business Development Manager at Markets Media in New York, a media and event planning marketing platform servicing the securities industry, where she maintained key accounts, prepared proposals, and assisted the CEO among many other key marketing and organizational responsibilities. Prior to joining Markets Media in 2013, Caroline was Catering Sales Coordinator at The Carlyle, a Rosewood Hotel in New York, where she was responsible for planning, booking and contracting numerous events, managing complex executive calendars for the Hotel Manager and Director of Operations and coordinating payments systems, among many other activities. Caroline graduated with a BA from the University of Alabama in Tuscaloosa in 2011 majoring in Restaurant, Hotel and Meetings Management and minoring in Event Planning. She also attended the Institut Prive Campus Langues in 2011 and is conversational in French.

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