

Fred
Randall

Data & IT Operations Manager

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GitHub | LinkedIn
Philadelphia, PA

Creative and detail-oriented IT operations specialist with over 5 years of project management experience in direct services, hospitality, and IT disciplines. Nonprofit team leader with strong communication and collaborative skills, seeking to apply expertise in data analysis, IT management, and software development experience as an analyst or project manager.

Experience

Aug 2020 - Present	May 2022 - December 2022
Data Development & Operations Manager	Consultant
Maryland New Directions, Baltimore, MD	Baltimore Civic Fund, Baltimore, MD
Automated 80% of internal data collection and reporting tasks. Established data governance policy. Installed and configured business communication software and best practices.	Delivered presentation and report to Baltimore Workforce Development Board. Report highlighted crucial objectives in the development of Baltimore City's Workforce Integrated Data System.
Nov 2013 - April 2019	Oct 2021
Hospitality Lead	Speaker
Hyatt, Austin, TX	Maryland Nonprofits Annual Conference
Managed roll-out of seasonal menus, private event planning, inventory requisition, and vendor coordination.	1.25 CEU hours presentation on Developing Data Health & Maturity With Open-Source Technologies. Live demonstration of data analysis using Jupyter Notebooks.

Education

May 2013 Humboldt State University Arcata, CA B.A. English	February 2020 Thinkful Online Bootcamp Data Analytics	January 2023 Google Project Management Certification
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Skills

Languages & Software

Data Analysis	Adobe Suite	Java
Database Administration	Asana	MS 365
Project Management	CSS	Python
Dashboard Design	Django	SQL
Communications	HTML	Tableau

Professional References

James Holzmeister Grants Management Director Maryland New Directions (720) 935-9847	Sara Ord Director of Species Restoration Collosal Biosciences (909) 527-0247	Nicole Lee Analytics Product Manager Salesloft (202) 509-2964
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