

# Gloria Guldager

## Management/Web Development

Over twenty years experience in management, accounting, personnel, database and operations. Passionate for creating systems that minimize redundancy and create efficiencies. Highly adaptable to new technologies and enjoys implementing new technologies to solve problems. Extremely organized and detail-oriented self-starter who can work in many different environments including team structures as well as work-from-home opportunities. Current Code Bootcamp Student updating tech skills.



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## WORK EXPERIENCE

### BUSINESS MANAGER/ADMINISTRATOR UNITARIAN SOCIETY OF GERMANTOWN

01/2010 – Present

Philadelphia, PA

Nonprofit Unitarian Universalist Community

#### Achievements/Tasks

- Manage administrative and financial matters for a \$550,000 annual budget. Provides direction and support to other staff, lay leaders, volunteers, renters and contractors. Bookkeeping and budgeting, communications, facilities usage and maintenance, equipment, personnel, membership, insurance, and policies and procedures.

Contact: Rev. Kent Matthies – 215-840-1306 or [kmatthies@usguu.org](mailto:kmatthies@usguu.org)

### EXECUTIVE DIRECTOR THEATRE ALLIANCE OF GREATER PHILADELPHIA

Nonprofit theatre service organization 40+ member theatres

#### Achievements/Tasks

- Annual budget of approximately \$235,000. Mission is to promote positive awareness and to increase attendance to Philadelphia's professional theatres. Special events included The Barrymore Awards, Annual Auditions and StageTix.

Contact: Kimberly Woodward – 207-522-1541

### GENERAL MANAGER WALNUT STREET THEATRE

Nonprofit professional theatre producing 10 shows annually

#### Achievements/Tasks

- Annual budget of \$6-7 million. Contract negotiations, budget creation and management, and facilities management.

Contact: Bernard Havard – 215-574-3550

## EDUCATION

### B.S. IN ARTS ADMINISTRATION UNIVERSITY OF COLORADO/DENVER

## SKILLS

General Management

Quickbooks

CSS

Node

Database (various)

Dropbox

Budget Creation/Management

HTML

JavaScript

Operations

Google Docs

## PERSONAL PROJECTS

Lost in Textlation [🔗](#)

- Utilizing National Language APIs and Libraries, "Lost in Textlation" analyzes text for emotions to give users feedback on if the "tone" of their text is positive, negative or neutral. Users can select key words to display antonyms and synonyms to edit text to change the emotional score if desired. Fellow creators include Neha, Harold & Audrey

Projects from UPENN Code Camp (01/2019 – Present) [🔗](#)

- Attending UPENN Coding Camp for Full Stack Development. Technologies include HTML, CSS, Bootstrap, JavaScript, jQuery, APIs & AJAX, Firebase, Node, MySQL, Express, MongoDB, React, Java

## INTERESTS

Walking/Hiking

Travel

Music/Theatre

Tennis

Economic Justice

Affordable Education

Civic Engagement