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Summary

2+ years in customer service jobs/leadership roles

Bachelors degree in Communication Sciences and Disorders, with minors in English and Linguistics (3.85 GPA)

Led Rover Crew for 3 years

Software developer trained in HTML5, CSS3 and Javascript via CodeAcademy

Previous positions:

- Speech Dept. Patient Care Coordinator, Pediatric Program Data and Recall Manager
- Copy Editor at Tolt Technologies
- Tutor at the Whatcom Literacy Council
- Scout at Snoqualmie Venturing Crew, #115
- Rover (Leader) at Baden-Powell Service Association

Experience



Tech and Style Consultant

Target

Jun 2022 - Present (1 month +)

Tech/Electronics Consultant:

- Prioritize guest experience while blending completion of tasks that ensure product is available and easy to shop – pulling, filling, pricing, setting, staging and maintaining the sales floor and the backroom.
- Skills in guest service and active selling
- Knowledge building in industry trends including brand differentiation
- Knowledge of retail business fundamentals: department sales trends, inventory management, guest shopping patterns, pricing and promotions strategies and basic merchandising



Speech Dept Coordinator

Evergreen Speech & Hearing Clinic, Inc.

Apr 2021 - Jul 2021 (4 months)

Invaluable experience in customer service, administrative tasks, and data management; also utilized editing skills on in-house and public documents.

Highlights:

- Client-Provider Liaison and Scheduler for 1-6 providers
- Checked in with Providers at least 2 times each per day, depending on workload.
- Worked closely with supervisor and coworkers to build out SLP schedules monthly.
- Led pediatric program recall scheduling and data management.

Communication networks:

- Microsoft Outlook
- Microsoft Teams

- Zipwhip
- Webex
- CounselEar
- Fax machines, copy machines, etc.



Copyeditor

Tolt Technologies LLC

Nov 2020 - Apr 2021 (6 months)

Correct grammar, spelling and punctuation errors.

Arrange page layouts to include written content as well as elements like photos and diagrams.

Format and trim down grant applications.



Guest Advocate, flexible in Asset Protection and Cleaning departments

Target

Aug 2020 - Oct 2020 (3 months)

Guest Advocate

- * Helped guests/customers check out
- * Ensured lower prices on damaged items
- * Advocated for guests' needs to my superiors
- * Wore PPE to limit the spread of COVID-19 to protect the guests during every shift

Asset Protection

- * Worked as a member of the security team to ensure safety of guests
- * Monitored people entering, checking for face masks and offering masks if they did not have one
- * Alerted the head of AP to a potential threat when guests felt unsafe
- * Counted people coming in and out of the store to ensure the store met legal requirements

Cleaning

- * Contributed to guest safety by ensuring bleach sanitation of cart and basket handles
- * Wiped down self-check registers with peroxide solution for guests' safety
- * Wiped down registers with peroxide solution before and after shift changes and breaks to limit contamination

Education



Code Academy

Certification, Full-Stack Software Engineering

Jan 2022 - Jan 2023

- Learn how to build secure full-stack applications and underlying operating system fundamentals.
- Build stylized and responsive websites with HTML and CSS.
- Build interactive sites using JavaScript and host it on a remote GitHub repository.
- Build independent projects from scratch, as well as creating a portfolio.
- Develop collaboration skills: pair programming, code review, & group projects.



Western Washington University

Bachelor's degree, Communication Sciences and Disorders, General

2019 - 2021

- Major in Communication Sciences and Disorders (Speech-Language Pathology/Audiology)
- Double-minor in English and Linguistics



Bellevue College

Associate of Arts and Sciences - AAS

2018 - 2019

- * Phi Theta Kappa Honor Society
- * Volunteered with ASL Club

Skills

Stocking • Inventory Management • Sales Promotion • tech • Time Management • Microsoft Office •
Editing • Copywriting • Copy Editing • Writing