

S a r a M . K r i z a n

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Madison, WI

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I am a full-stack web developer and project manager with a background in biology. I have extensive experience providing administrative support for legal, scientific and not-for-profit businesses. I have proven success with Agile software development and a track record as a versatile team player. I am interested in leveraging my scientific and project management background and skills in Javascript, Python, MongoDB, SQL, Express, React.js and Node.js.

Technical Skills

- ✦ **Computer languages:** HTML, CSS, Javascript, and Python
- ✦ **Server-side technologies:** Node.js, Express, security and session storage, user authentication
- ✦ **Browser-based Technologies** including: Bootstrap, JSON, AJAX, IndexedDB, and React.js
- ✦ **Database technologies** including: MySQL, MongoDB, QuickBase, and FoundationIP
- ✦ **Project management** tools including GitHub, TeamGantt, and Trello
- ✦ **Virtual meetings management** via Cisco WebEx, GoToMeeting, Microsoft Teams, and Zoom

Applications Built

Woodland Consulting LLC:

- ✦ **Purpose:** a website for a lighting design and engineering LLC highlighting past projects and facilitating communication with potential clients. Includes a concealed and secure admin-login.
- ✦ **Contributions:** in addition to connecting with the business-owner, I built the server, contributed to the models and schemas, set up the Service Worker and GlobalState, and laid the groundwork for the queries, mutations, reducers and actions, as well as the admin page.
- ✦ **Tools and Languages used:** MERN stack (Mongo, Express, React.js and Node.js), Javascript, Apollo, GraphQL, Google Maps API, Service Workers, IndexedDB, and CSS.
- ✦ **Link to App:** <https://woodland-consulting.herokuapp.com>

12 Wishes:

- ✦ **Purpose:** a website for creating and sharing holiday wish lists with friends and family. Users create a secure login and create a unique link to easily share their lists in a text or email.
- ✦ **Contributions:** I built the server, database, seed data, models, controller files, server-side routes and deployed the project to Heroku.
- ✦ **Tools and Languages used:** Javascript, Handlebars, SCSS, Bcrypt, Session data
- ✦ **Link to App:** <https://twelve-wishes.herokuapp.com/>

TallyMax:

- ✦ **Purpose:** an application for word-game enthusiasts using definitions, pronunciation-audio, and images to help users identify and retain new vocabulary.
- ✦ **Contributions:** in addition to hatching the original concept, my primary contributions were front-end design and the 'getDefData' and 'displayWordData' functions which carry out API queries and de-structure and render the resulting data.
- ✦ **Tools and Languages used:** HTML, CSS, Bootstrap, Javascript, Merriam-Webster Collegiate Dictionary, Pexels and Pixabay APIs.
- ✦ **Link to App:** <https://jgrossh2.github.io/word-generator/>

Occupational Experience

Executive Director Inc.

Milwaukee, WI

Program Manager for Parkinson and Movement Disorder Society

May, 2019 – April, 2020

- ✦ Provided high-level management and administrative support to MDS leadership, committees and Director of Education as Liaison to the new MDS African Regional Section.
- ✦ Guided African Leadership with respect to Society guidelines for meeting requirements which cleared a path for successful creation of the African Section in September, 2019.
- ✦ Lead the successful planning, development and in-person support for multiple international live-education programs and virtual education opportunities.

Project Manager for Society for Immunotherapy of Cancer

May, 2017 – May, 2019

- ✦ Provided stability in oversight and management of scientific committees and projects during period of society growth and increased outputs for the scientific publications department.
- ✦ Engaged experts and society members for the successful development and publication of several Cancer Immunotherapy Guidelines and the Societies' first textbook and cancer immunotherapy handbook as liaison to the executive committee, scientific committees and task forces.

McDonald Schaefer

Milwaukee, WI

Project Manager

April, 2016 – May, 2017

- ✦ Worked closely with clients and consultants to provide essential database support, donor research and communications development related to a number of potential and actualized capital campaign projects in the Fox Valley and Milwaukee areas including those for the University of Wisconsin, the Basilica of St. Josaphat, and Riveredge Nature Center.

Rizzo & Diersen, SC

Verona, WI

Personal Injury Paralegal

May, 2015 – April, 2016

Richard Sindell & Associates, Inc., P.S.

Seattle, WA

Personal Injury Paralegal

August 2010 – May 2013

- ✦ Regularly commended for my organization and quality of research and drafting abilities by managing attorneys.
- ✦ Recognized by clientele as providing excellent and compassionate support and explanation of necessary steps for compliance with legal processes.

Education

University of Wisconsin Extended Campus, Online, Full-stack Web Development

End-to-end application development focused on Agile methodologies and MERN Stack technologies.

Edmonds Community College – Lynnwood, WA, Advanced Paralegal Certificate; GPA 3.79

Included coursework in legal research, contracts, IP, environmental, and medical malpractice law.

University of Wisconsin – Madison, WI, BS Biology Natural Sciences; GPA 3.38

Included coursework in biochemistry, microbiology, environmental engineering, and computer science.

Madison Area Technical College – Madison, WI, College Transfer Courses; GPA 3.80

Included coursework in calculus, physics, botany, and macro and microeconomics.