

SOPHIA DONAN

206.487.6484 • SophiaDonan@gmail.com • Seattle, WA • she/her

OBJECTIVE

Passionate and determined full stack developer with a proven history of growing from primarily self-taught skills seeks to combine her passion for problem solving and collaboration to become a software engineering intern.

EXPERIENCE

Thurston County Elections **Nov 2019-Aug 2020**

Office Assistant

- Tasked with leading the 2020 elections "Voter Assistance at Your Library" program; making voting accessible by coordinating with libraries on election day to assist voters with casting their ballot.
- Collaborate with the Elections Specialist Lead to proof ballot titles, audit outgoing public records requests, and provide voter registration forms and supplies to locations throughout county.
- Maintain a positive, collaborative and friendly attitude in an ever-changing and deadline driven environment.

Washington State Parks **Jan 2019 -Nov 2019**

Office Assistant

- Provide dependable coverage for Office through an excellent attendance record and willingness to accept responsibility.
- Complete financial reports, purchase logs, and vehicle usage logs for the department.
- Handle confidential agency communications and personal information with diplomacy and integrity.

Seattle International Film Festival (SIFF) **Spring 2018**

Procurement and Special Events Intern

- Conduct daily core procurement duties such as forecasting donations and supply, contract management, creating clear documentation; and coordinating materials received for the department to drive efficient event process.
- Managed and coordinated the procurement, transportation, delivery, and storage of over 24,000 donated products.
- Remained self-motivated, determined, and organized, prioritizing assigned workload while following appropriate instructions and working independently.

EDUCATION

2019 - 2020 • **Ada Developers Academy, Cohort 14**
Full Stack and Computer Science Fundamentals

2019 - 2020 • **Self-Guided Programming**
Self-guided learning using resources such as Ada Jumpstart Curriculum, Udemy, Free Code Camp, SoloLearn and Lynda.

2012 - 2017 • **Saint Martin's University**
Bachelor of Arts, Engineering & Writing
(110 of 120 units completed)

CERTIFICATES

In Progress • **AWS Certified Cloud Practitioner**
aws.amazon.com, estimated completion 3/21

In Progress • **CS50's Introduction to Computer Science**
HarvardX, edx.org, estimated completion 1/21

2020 • **Learn to code with Ruby**
Udemy.com

2020 • **Responsive Web Design(HTML/CSS)**
FreeCodeCamp.com

TECH STACK

Proficient: HTML5/CSS3, Ruby

Beginner: AWS, Ruby on Rails, JavaScript

LEADERSHIP

2014-2016 • **Board Member**
Student Conduct Committee
(appointed by University President)

2014-2015 • **Treasurer**
SMU Hawaiian Club

2013-2014 • **Event Coordinator**
SMU Hawaiian Club

2013-2015 • **Freshman Orientation Leader**
SMU Campus Life

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SOCIAL JUSTICE

Co-Writer of Award Winning Show

2017

Soci Circle

- Recruited by a Chicago based production company to write a show for middle school girls that highlighted social justice, cultural, and social subjects that are critical to their development and empowerment.
- Constructed powerful dialogue that was positively compared to that of Mr. Rodgers by a film critic.
- Initiated the conversation between parents, educators, mentors, and young girls that builds upon a system of encouraging, supporting, challenging, and empathizing with one another.

VOLUNTEER

2018-present • Volunteer/Chaperone

Nova Middle School

2012-present • Community Outreach

Volunteer with various groups including Warren Campaign, Stand Up for Kids, YWCA

2007-2010 • Youth Volunteer

Boys & Girls Club of Maryland

WORKSHOPS

2020 • Ruby Workshop

Ada Developer's Academy

2020 • HTML/CSS Workshop

Ada Developer's Academy

2019 • Lean Transformation Conference

Washington State Government

2019 • 7 Habits of Highly Effective People

Washington State Government

2013-2015 • Unconscious Bias Training

Saint Martin's University