

April D. Reitan

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Experienced Data Coordinator with 15+ years working in the research industry. Strong information technology, data analysis, and project management background with a Bachelor of Science (BS) in Biology and a Bachelor of Arts (BA) focused in Anthropology from Pacific Lutheran University. Currently studying full stack development at the University of Washington.

Projects

Day Planner | Full Stack Development University of Washington

Developer

- Successfully developed a day planner with the current day displayed at the top of the calendar with time blocks for standard business hours. The timeblocks should be color-coded to represent past, present, and future. A user should be able to enter events into the timeblocks and save to local storage so they are still there after page refresh.
- Used HTML, CSS, JavaScript, Bootstrap to reproduce

PocketMonster | Full Stack Development University of Washington

Developer

- Worked in a team to design an application that would pick a randomly selected OpenE5 monster given user input
- Used CSS, Zurb Foundation, HTML, and JavaScript to create the application. I created initial local storage elements in JavaScript and HTML, and I designed most of the CSS and Zurb Foundation elements for the application.

Professional Experience

Tissue Coordinator and Data Coordinator III

Fred Hutchinson Cancer Research Center (Seattle, WA), Nov 2005 – Present

- Coordinates internal and external materials requests for laboratory and outside organizations
- Acts as liaison between outside institutions, CERC, and the Porter Lab--negotiates acquisition of materials
- Travels to outside facilities to acquire materials
- Follows up (QC) to make sure all materials are received and complete
- Works in team to build and maintain new human tissue tracking database
- Writes and updates department Tissue Acquisition Manual
- Creates and prepares training materials and helps train new staff
- Provides support to faculty and staff in REDCap and MS Office Suite for study documentation, training, database development, and reporting
- Maintains confidential files--electronic and paper
- Maintains tracking systems in Access and REDCap
- Creates reports to monitor study activities and progress
- Worked in -80° C freezers/Liquid Nitrogen freezer, and maintains freezers as needed

Instructional Assistant IV, Reading Lab

Tacoma Community College (Tacoma, WA), 2004-2005

- Taught Read 80 (basic skills reading and comprehension), 96 (study skills), and 100 (vocabulary) classes
- Developed curriculum for Read 80, 96, and 100 classes
- Provided some drop-in tutoring to students in reading classes and scheduled tutoring for other students
- Supervised the Reading Lab and other Reading Lab employees in the absence of the Lab Coordinator.
- Acted as liaison between Reading Lab Coordinator, students, and tutors.
- Wrote website reviews for Reading Lab resource website and revised student handouts.

Assistant to the Church Relations Coordinator

Pacific Lutheran University (Tacoma, WA), 1999-2004

- Work study 1999-2002; part-time contract worker 2002-2004
- Assisted in planning events, coordinating lectures, dinners, conferences, and symposia
- Recruited student volunteers for events
- Maintained correspondence--mailings, advertisements, memos, letters, billing statements
- Handled complaints, greets guests, and lead campus tours for guests

TECHNICAL SKILLS | COMMUNITY ENGAGEMENT | LICENSURES & CERTIFICATIONS

- Currently studying full stack development at the University of Washington. Learning: HTML, CSS, JavaScript, Node.JS, BootStrap, Zurb Foundation, JQuery, NPM, Object-Oriented Programming (OOP), Server-Side and 3rd Party API's, Object-Relational Mapping ORM), Insomnia, Heroku, and MySQL.
- Experienced REDCap admin and project developer and manager
- Experienced User: MS Office including Word, Excel, PowerPoint, Outlook

Education

Full Stack Development

University of Washington, 2022

Bachelor of Science, Biology (BS), Cum Laude

Pacific Lutheran University, 1999-2002

Bachelor of Arts, Anthropology (BA), Cum Laude

Pacific Lutheran University, 1999-2002

Associate of Arts (AA), High Honors

Green River Community College, 1996-1998