

# April D. Reitan

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GitHub: <https://github.com/areitan>

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. Interested in project management.

## Projects

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### 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

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### 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.
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### **TECHNICAL SKILLS | COMMUNITY ENGAGEMENT | LICENSURES & CERTIFICATIONS**

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- Currently studying full stack development at the University of Washington. Learning: HTML, CSS, JavaScript, Node.JS, BootStrap, Zurb Foundation, and JQuery, using API's, and git and Visual Studio.
- Experienced REDCap administrator, project developer, and manager.
- Experienced User: MS Office (Access, Word, Excel, PowerPoint, Outlook) Adobe DC, SharePoint, AEM Touch UI Editor
- Fred Hutch Clinical trial management system (CTMS)
- IATA Dangerous Goods Training And DOT Hazardous Materials Training, Dry Ice Shipping Re-certification 2022
- CITI GCP BioMedical Research Re-certification 2022
- CITI GCP for Clinical Trials with Investigational Drugs and Medical Devices Re-certification (U.S. FDA Focus) 2021
- Research with Human Subjects Re-certification 2022
- Blood-borne Pathogens Safety Re-certification 2021

### **Education**

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#### **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