

Ashley Kohl Adler

Full Stack Web Developer

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EXPERIENCE

Colorado Ballet, Denver, CO — *Academy Administrator*

March 2020-Present

- Registering and tracking students, including data entry of customer information, logging attendance, and processing payments
- Creation and dissemination of periodic communications with parents and students about upcoming events, academy and company newsletters and maintaining social media channels
- Generating various management reports from the academy database
- Maintaining the master schedule for all classes including managing 50+ hours of virtual classes per week
- Coordinating internal academy events such as student performances and summer programs

Colorado Conservatory of Dance, Broomfield,— *Conservatory Manager*

March 2018-February 2020

- Responsible for the operations of the educational functions and facilities of the Conservatory
- Scheduling all activities within CCD's studios including classes, rehearsals, performances and special events
- Tracking student financial accounts and billing and providing regular revenue reports to the Executive Director and Board of Directors
- Supervising CCD front desk assistants, including hiring and scheduling work shifts
- Coordinating offers, contracts, and logistics for guest faculty

Freelance Event Manager, New York, NY— *Manager*

January 2014-December 2018

Ovation Network/BBC Promotional Event

- Created and proposed creative concept and budget
- Managed and maintained parameters of budget
- Provided organization and structure to manage performers, choreography, wardrobe team, photography team, transportation, location logistics, and film permits

EDUCATION

University of Denver, Denver, CO— *Full Stack Web Development Boot Camp*

February 2021-July 2021

The Boston Conservatory, Boston, MA — *Bachelor of Fine Arts in Dance*

September 2002-May 2006

TECHNICAL SKILLS

Languages

JavaScript -
Cascading Style
Sheets (CSS) - HTML

Applications

Bootstrap - Node.js
- jQuery - Git -
Tessitura

Microsoft Office -
Excel - Social Media
Savvy - Database
Management -
Marketing
Campaign
Management -
Effective
Communication -
Leadership - Zoom
Expert

PROJECTS

Lyric Finder—
*Sing with
Confidence!*

<https://github.com/ashleykohladler/Lyric-finder>

