

ANDREW BJORK

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SUMMARY

Continuous learner with the ability to solve complex problems by research, leveraging experiences, and collaborating with others.

SKILLS

- Microsoft Excel / data analysis
- HTML/CSS/JavaScript
- Web application development
- Marketing / branding
- Problem solving
- Financial industry

PROFESSIONAL EXPERIENCE

Customer Service Representative - Allianz Life August 2019 - Present

- Assist Financial Representatives with contract details, Variable Annuity product specifics, and Allianz policies and procedures; navigating answers to questions via various applications

Talent Acquisition Specialist - 3M July 2018 – July 2019

- Facilitate onboarding for manufacturing hires at 3M plants in communication with plant hiring managers; Workday system, Outlook and Excel to track candidate data and process steps, Outlook to send offer letters and manage hiring manager requests

Marketing Specialist - Depo International August 2017 – December 2017

- Branding content for events, promotions, and services through social media and email marketing campaigns (Constant Contact/Mailchimp),

Talent Management Intern - Thrivent Financial May 2015 – August 2015

- Summer-long research project on trends amongst recent hires in hard to fill positions or high-volume positions to impact web development decisions for recruiting process; collecting and analyzing data, finding trends and metrics for the positions, presenting findings to leaders

EDUCATION

Full-Stack Web Development Program
University of Minnesota College of Continuing Education December 2019 – June 2020

Bachelor of Arts in Business Administration
Gustavus Adolphus College Fall 2011 – Spring 2015

ScrumMaster, certificate July 2019