

BECKY CHAO

CONTACT

✉ bky.chao@gmail.com
🌐 www.beckychao.com
🏠 San Francisco Bay Area, CA

EDUCATION

BACHELOR OF SCIENCE, COMPUTER SCIENCE

Aug. 2017 - Dec. 2020
Oregon State University
GPA: 3.71

BACHELOR OF ARTS, RHETORIC & AMERICAN STUDIES

Aug. 2009 - Dec. 2013
Univ. of California, Berkeley
GPA: 3.73

LANGUAGES

Python
SQL
R
C++
C
JavaScript
HTML & CSS

SOFTWARE

Microsoft Excel
Git
Jupyter Notebooks
RStudio
MongoDB
Heroku

Salesforce Certified Administrator

ABOUT

Recent Computer Science graduate seeking an opportunity to use technical skills and data analysis expertise to maximize program impact for mission-driven nonprofits. Proven success in database administration, nonprofit fundraising, and software development projects.

EXPERIENCE

DATA AND EVALUATION COORDINATOR

Oakland Promise | Sept. 2019 - Present

- Support a staff of 50 with Salesforce CRM administration and empower them with regular trainings and process documentation
- Provide data analysis, evaluation, and reporting to improve effectiveness of student-focus programming and increase engagement.
- Create and maintain database features for a rapidly-expanding organization, including flows, dashboards, and client-facing portals.
- Ensure data integrity with mass updates using dataloader.io and Apsona
- Configure related third-party applications such as FormAssembly, Campaign Monitor, SurveyMonkey, and Google Sheets.

GRANTS ASSOCIATE

Alameda County Community Food Bank | Sept. 2015 - Dec. 2017

- Managed portfolio of 40 institutional funders, raising \$360,000, and submitting 75+ proposals/reports annually.
- Supported Institutional Giving team in raising \$4.5 million annually with database management. Documented and developed queries for grant awards, deadlines, and prospect research in Blackbaud CRM.

DEVELOPMENT COORDINATOR

Reading Partners | July 2014 - July 2015

- Submitted grant proposals and reports, raising \$145,000 annually and supported department in raising \$1.4 million.
- Managed regional communications and marketing.
- Using Salesforce CRM, developed queries to target potential and past donors for email fundraising campaigns.

PROJECTS

COVID App - A website evaluating COVID-19 risk, built using vue.js, MongoDB, Node.js, JavaScript, Heroku, HTML, CSS, and based on analysis completed in R.
SQL Database - A database for hikers, tracking hike, park, and trail entries with CRUD functions, built using MariaDB, node.JS, SQL, JavaScript, HTML, and CSS.