# C H A R L E S G I A R D I N A

## **WORK EXPERIENCE**

# Web Development Student

Dev Bootcamp

Oct '14 - Feb '15

Developed practical programming skills, working primarily in Ruby, JavaScript, SQL, HTML, and CSS, so that I can be a useful member of a software development team from day one.

Worked within a 34-person cohort to learn pair programming and collaboration on large projects with a diverse team.

Learned how to approach a wide array of programming challenges, so that I am ready to adapt to any project thrown my way.

#### **Content Ambassador**

Jan '14 - Aug '14

Reelhouse Media

Developed and managed a new Science and Space project that utilized the platform's unique features and DTC strategy to offer a way of viewing content online unlike that of our competitors to attract new users.

Based on feedback from project, consulted with Business Development and Product Team to develop new features that improve both internal and external site discoverability and utility.

## **Associate Producer, Executive Assistant**

Aug '12 – Apr '14

Hello Entertainment

Developed a revised business strategy, based on market analysis as well the company's past performance and P&L. Pursuing these realigned goals resulted in an increase in annual revenue, by diversifying our project portfolio into digital ventures, redistributing resources to more lucrative touring productions, utilizing existing project assets to create new revenue streams, and implementing a risk averse investment strategy.

Provided productive management support for numerous concurrent theatrical projects, by streamlining communication, providing organizational stability, managing human resources, and overseeing project schedules.

### **Assistant General Manager**

Nov '12 - Jul '13, closing

National Tour: Hinton Battle's Love Lies

Collaborated with the General Manager on this Hello Entertainment Project to build production vision, schedule, budget, and team.

Oversaw and coordinated the work of over thirty team members, specializing in communicating between artistic, business, and technical groups to foster productive and efficient collaboration. Became adept at recognizing problems before they metastasized and finding innovative solutions.

Finance and Business Affairs Manager: Managed the budget (over \$1.1 million), completed payroll, oversaw box office settlements, and audited the show's financial records after closing.

# Production and General Management Intern

May '10 - Aug '10

Ensemble Studio Theatre

Managed a team of interns to create a database of members for the website. Used Google Analytics and experience from this project to guide the redesign of the site to increase revenue, improve visit duration, and direct viewers to income-generating content. Website saw a 20% increase in hits within one month of redesign and a 15% increase in time spent on site.

## CONTACT

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## **EDUCATION**

Middlebury College '12 BA: Theatre and Economics

Phi Beta Kappa, summa cum laude GPA - 3.88

Dev Bootcamp, SF Anticipated Graduation: Feb 2015

## OBJECTIVE

I am a web developer with experience in project management, seeking a position at a leading tech company.

I am particularly interested in building new technology, especially for entertainment, education, and space exploration. I am driven by a desire to redefine what is possible.

As an ebullient team player, I understand that leadership is a quality inside every member of a successful team. I know communication is at the heart of innovation. You will be impressed by my ability to adapt to new challenges and get results quickly.

## **LANGUAGES**

Spanish (4 years), Italian (2 years)

## TECH SKILLS

Ruby, JavaScript, SQL, HTML, CSS Photoshop, InDesign