**IT and Business Support  
Business Analyst  
Research Assistant and Instructor**  
  
Advantage Accelerator  
Worked with the Office for Sponsored Research and Award Administration and the Office for Commercialization & Corporate Development to document the OSRAA's workflow in order for the OCCD to utilize this process in managing industry grants.  
  
Met with OCCD, ORSAA, Staff and faculty to document procedures into UML diagrams. Met with Department staff to suggestion improvements based on process.

**Masters of Science, Cum Laude Oregon State University**

Masters of Business Administration June 2013

**Masters of Science, Cum Laude Oregon State University**

Radiation Health Physics June 2010

**Bachelor of Science, Cum Laude Oregon State University**

Health Management and Policy December 2007

***WORK EXPERIENCE***

**Web Designer and Marketing**

Oregon State University Corvallis, Oregon 1/2016 to 1/2018

* Helped create and maintain websites and lobby displays at OSU with Adobe Suite, Drupal, JavaScript, SQL, HTML5 and CSS3
* Led project to restructure, debug and update server code for Transportation Services; responsible for new code being 15% the size of old structure and 27% of original file size

**College of Business- Instructor and Research Assistant**

Oregon State University Corvallis, Oregon 9/14 to 1/16

* Designed and instructed courses and actively worked to promote a welcoming and inclusive classroom environment where students felt comfortable and engaged
* Helped conduct research with College of Business Faculty related to innovation, customer service and entrepreneurship

**Office of Student Life- Employer Relations**

Oregon State University Corvallis, Oregon 6/13 to 9/14

* Worked with Director to run our Advisory Committee made up of employers from both the for-profit and non-profit sectors
* Worked with marketing team to brand, market and promote the Career Development Center to students, faculty, staff and employers
* Helped recruit, select, train, supervise and support our student staff including our marketing, outreach, front office and event teams
* Worked with the Dean of Student Life to gather and analyze five years of past financial and demographic data to help increase our outreach to underrepresented students and to audit and standardize our internal accounting procedures to match University standards

**Career Development Center- Employer Relations Graduate Assistant**

Oregon State University Corvallis, Oregon 1/12 to 6/13

* Helped found and co-chair our Career Services Advisory Committee with NW Employers including Target, Boeing, Rubicon, Boys and Girls Club, Enterprise Rent a Car, United Way and others
* Worked to plan, market and run events including our Career Expos which are attended by hundreds of employers and thousands of students every term
* Helped interview, train and supervise a team of undergraduate workers including helping to run our student staff meetings and individual weekly meetings
* Interacted with employers through email, phone and in person meetings to help them engage with the OSU community and students

**Department of Nuclear Science and Engineering- Teaching and Research Assistant**

Oregon State University Corvallis, Oregon 10/07 to 5/10

* Worked with faculty to develop digital radiation detection software which was funded through a Nuclear Regulatory Commission grant
* Teaching assistant for graduate and undergraduate students in the Department of Nuclear Science and Technology; work included instructing, training and supervising students around radioactive materials and high voltage lab equipment where safety was the highest priority

**Instructor**

Linn Benton Community College Albany, Oregon 9/08 to 09/10

* Designed and instructed Radiation Biology and Radiation Production and Characteristics
* Design included all course materials, tests and lectures to fit ASRT Standards and worked with staff to assess student learning since students had to sit for a national exam after program completion

**OSU Athletic Department- Student Athlete Tutor**

Oregon State University Corvallis, Oregon 10/07-6/08

* Helped mentor and tutor student athletes and worked closely with OSU Athletics staff to ensure student athletes were attending tutoring sessions and meeting individual requirements

**Supply Chain- Intern**

Legacy Health System Portland, Oregon 07/06 to 09/06

* Analyzed Legacy Health System’s supplier contracts to create a marketing plan to attract and retain minority owned vendors and presented plan to key company executives

***CAMPUS and VOLUNTEER WORK***

**OSU Computer Science Senior Capstone Project Sponsor**

Oregon State University Corvallis, Oregon 9/2015 to Present

* Currently working as a project sponsor with the Computer Science Senior Capstone
* Duties include meeting with undergraduate students on their senior project, facilitating project idea and project scope, weekly meetings, setting goals and grading a portion of the total project in coordination with course Instructor and TA

**GEM Housing Resident Council**

CHNW- The GEM Corvallis, Oregon 10/16 to Present

* Worked for two years as a member of the GEM Resident Council that worked to create a safe and inclusive community for student residents by planning and putting on social and educational events
* Worked with residents, staff and RAs to budget for and implement changes that had been voiced by residents about how to improve the community

**OSU Mobile App Club** Corvallis, Oregon 2013-2014

* Member of OSU App Club which designs native and non-native apps for mobile devices

**OSU Community Affairs Task Force**

Member and Volunteer Corvallis, Oregon 2012

* Worked with a Task Force chaired by OSU President to improve community and university relations due to strains on local community due to growing student population body

**OSU Disability Affairs Task Force**

Member and VolunteerCorvallis, Oregon 2012

* Worked with a Task Force to assess campus issues and improve accessibility to make the campus more inclusive for students of all backgrounds

**American College of Healthcare Executives**

President Corvallis, Oregon 10/05 to 6/06

* Managed and organized all ACHE activities and led executive board members

**Health Management Advisory Board** Corvallis, Oregon 9/05 to 6/06

Student Advisor

* As the president of ACHE was selected to be a member of faculty comprised Health Management and Policy Board for guiding and shaping the HMP curriculum

**American College of Healthcare Executives** Corvallis, Oregon 10/04 to 6/05

Vice President

* Assisted President with ACHE activities and duties

***FELLOWSHIPS, GRANTS and AWARDS***

**Achievement Rewards for College Scientists**  2010

**Fellow**

* Nominated by Faculty and Selected for ARCS Fellowship providing $6,000 per year fellowship

**Grant Winner for Digital Radiation Software Design** 2008

* $8,000 dollar grant for software design

**Nuclear Regulatory Commission Research Grant** 2008-2010

* Full tuition and .49 Salary

**National Science Foundation**  2008

* Honorable Mention for original Thesis Proposal which changed

**Legacy Health System Scholar** 2005

* Nominated by faculty and selected for Legacy Health System Scholarship

**Dosimetry Group Project Manager** 2008

* Graduate representative of Dosimetry Project for NE/RHP Dosimetry 490/590

**US Department of Energy Scholarship for Nuclear Engineering/Radiation Health Physics** 2005

* Interviewed and was chosen for an undergraduate scholarship

**Mortar Board National Honor Society**  2004

* Nominated for and selected to be involved in Mortar Board National Honor Society