



SEAN KELLY

Business and Project Manager

CONTACT



541.729.9783



Spokane, WA



sean@emeraldinkwell.com



[linkedin.com/in/pnwseankelly](https://www.linkedin.com/in/pnwseankelly)



<https://emeraldsk.github.io/SKResume>

EDUCATION

Full Sail University

Bachelor's Degree – *In Progress*
Game Development
2021 - Present

Lane Community College

Game Development Studies
2009 - 2013

EXPERTISE

Business Management
Project Management
Guest/Customer Service
Quality Control
Digital Asset Production
Inter-Departmental
Relations

ABOUT ME



While I pursue my degree in Game Development, my goal is to join creative team of passionate individuals in the video game industry. I am looking to find a role in which I can utilize my years of leadership experience with million dollar companies and my passion for games to help create exciting and engaging content. I look to build a lasting relationship with a team so that once I have completed my Bachelor's degree, I will have a deep well of on the job knowledge I can utilize to undertake a deeper role in the game development process.

EXPERIENCE

Co-Founder | Emerald Inkwell *2014 - Present*

As a Co-Founder of Emerald Inkwell, a PNW publishing company, I have been responsible for overseeing the **successful launch of 3 fiction projects** through **various development phases**, including **pre and post launch marketing and social media communications**. I was responsible for overall **content development and production**, including **organizing production schedules**, designating project milestones, and assisting with **content and line editing, formatting for print and digital mediums**, and **cover art and design**. **Website content** upkeep, **photoshop editing**, and **final publication** were under my care as well.



Investment Service Associate | Spokane Teachers Credit Union *2019 - Present*

My move to STCU allowed me a more flexible work schedule to **resume my formal education**—earning my **bachelor's degree in game development**—while gaining new skills in a fast paced and highly secure industry. I was promoted to a Loan Officer within six months and to an Investment Associate less than a year later. Each position required a **meticulous attention to detail, expedient and accurate data entry, constant communication and collaborating with other departments, and a high level of creative problem solving** to satisfy member requests and concerns. My role as an investment associate required **strict adherence to state and federal regulations, designing engaging interdepartmental communications and incentive programs**, maintaining and updating an advisor's book of business, and **maintaining client relationships with new and existing clientele**.

SKILLS

HTML / CSS

7 / 10

Creative Writing

9 / 10

Microsoft Office

8 / 10

Autodesk Maya

6 / 10

Teamwork

9 / 10

Adobe Photoshop

7 / 10

Leadership

9 / 10

INTERESTS

Storytelling

3D Animation

Books/Movies/Games

Graphic Design

FPS / RPG / MMO / Action

Video Games

Script / Novel Writing

Golf

FUN FACTS

Published Author

Gamerscore: 98,000

3 Cats / 2 Dogs

EXPERIENCE (CONT.)

3rd Manager | Yoke's Fresh Market
2017 - 2019

As one of the three managers of a Yoke's Market store, I took pride in knowing every facet of store operations and management. As a 3rd Manager, I was tasked with **maintaining daily operations** alongside the Assistant and General Manager. This included **maintaining vendor relations, inventory and tracking and ordering, sales management and tracking, employee reviews and training, and overall customer service and experience**. I was also charged with designing and presenting employees staff meetings.

**Training Manager | Roaring Rapids Pizza Co.**
2007 - 2017

During my time as the Training Manager at Roaring Rapids, I was tasked with **knowing all facets of store operations**, from front of house procedures to administrative duties such as **handling invoices, inventory tracking and maintenance, vendor relations, and maintaining daily operations** in the absence of the General Operator. I **oversaw training and development for new and experience employees**, including **quarterly reviews, monitoring growth and consistency, on the spot interviews** of potential applicants, and providing **management training for aspiring employees**. I additionally designed and **led twice-annual staff meetings**, oversaw store safety protocols, and **maintained customer retention and experience**.

REFERENCES



Garry Weber | General Operator, Roaring Rapids - 541.417.3333



Dustin Taylor | AVP Portfolio Manager, Oregon Pacific Bank - 541.654.3997

Alan Roweider | 3rd Manager, Yoke's Market - 509.768.6965

Kelly Turner | Assistant Manager, Roaring Rapids - 541.988.9819



Jennifer VanWormer | Guest Services, Yoke's Market - 509.750.1927



Further references available upon request