Emma Gardner

T   781.385.9124

emmagard@gmail.com

linkedin.com/in/emmagard
github.com/emmagard
emmagard.github.io/portfolio/

Education	**Web Development Immersive, General Assembly, Boston, MA - Summer 2014** Three month intensive program focused on full stack Ruby on Rails web development **Simmons College, Boston, MA - September 2003 - June 2006** Bachelor of Arts, Arts Administration
Projects	Hello, Boston (http://helloboston.herokuapp.com/) • A community website for the city of Boston. Check the weather, Instagram, and Bostinno. Photo Mixer (http://photo-mixer.herokuapp.com/) • An interactive image sharing web application built with Ruby on Rails and JavaScript. SolGarden (http://solgarden.herokuapp.com/) • An app for gardeners to keep track of their sowings from season to season.
Technical Experience	Ruby, Rails, RSpec, JavaScript, jQuery, Ajax, PostgreSQL, Git, Heroku, Angular.js,
Experience	Bonobos; Guide, In-Shop Product Specialist: Boston, MA – May 2012 - June 2014 • Assisted in opening the first brick and mortar showroom for Bonobos, a men's e-commerce brand focused on supreme customer service and great fitting clothing. Bonobos continues to open new locations due to the proven success of the Boston shop. • Provided product guidance and styling assistance to customers. • Point person for launch dates of new items or re-stocks, managed incoming apparel samples, fit specialist. • Handled duties including: scheduling, event coordination, and new employee training. ALG Interiors; Assistant: Cohasset, MA – September 2011 - January 2012 • Assisted in executing research, planning, and design decisions for three interior decorating projects, as well as, supervised installations and photo shoots. • Managed client invoices and purchase orders using Design Manager software, generated checks, organized sample library, and other general office work. Dansk Investment Group, Inc.; Assistant: Moorpark, CA – June 2007 - May 2011 • Managed projects involving Dansk's commercial real estate portfolio including, reviewing property insurance, title insurance, leases, and the formation of new companies/entities. • Ensured efficient general office operations for Dansk: booking travel, banking, filing, and phones. • Worked directly with the President/CEO provided support to three other executive level managers.