EMMA C. OLSON-ROSSOW

Phone: *(914) 837-7719* | Email: *emma.olson794@gmail.com*
LinkedIn: *linkedin.com/in/emma-c-olson* | GitHub: *github.com/emmazart* |
Portfolio: *emmazart.github.io/portfolio*

SUMMARY

- Front end web developer leveraging theatre management and small business operations background to build helpful and intuitive tools for everyday use.
- Strong leadership skills with a drive to streamline communication and develop clean, user-friendly applications.

TECHNICAL SKILLS

Languages: MERN Stack • Javascript & JQuery • MySQL & NoSQL • HTML & CSS

Tools & Methodologies: OOP • API Design • Git & Github

Other: MS Office & Excel • Google Suite • Shopify POS • POSIM • COVID-19 Vaccinated • Data Organization

PROJECTS

A Dish A Day | Github: github.com/MNlegion/A-Dish-A-Day | **Deployment**: agile-ocean-35043.herokuapp.com

- A social application to share, save, and review recipes, with a focus on creating a place for independent recipe writers to upload and monetize their work without the need for a major publication.
- Worked on the front-end development team, mainly page design, general UX, styles, and implementation of React Router. Acted as project manager, responsible for communication between back and front-end teams.
- Javascript, MERN Stack, Heroku deployment

Trip Consultant | Github: github.com/emmazart/bootcamp-project-1 | **Deployment**: emmazart.github.io/bootcamp-project-1

- A utility application for users to simultaneously retrieve flight and weather information regarding upcoming trips.
- Responsible for implementing the AviationStack API. Acted as project manager, responsible for maintaining communication among the team and assisting others with debugging as needed.
- Javascript, Tailwind, AviationStack & OpenWeather APIs

SELECTION OF WORK EXPERIENCE

Inventory & Webstore Manager   March 2021 – Present
Northfield Yarn   Northfield, MN

Maintain well-stocked display shelves and backstock. Manage all inventory tracking (purchasing, receiving, etc.) and implement organizational systems to maximize efficiency. Coordinate annual inventory count: create schedule & direct store team, while refining current inventory system. Boost web sales by developing new & seasonal collections, improving upon website navigation, and keeping all web items up to date. Produce monthly web sales reports and present data in an easily digestible way.

Retail Stock Lead & Sales Associate   2018 – 2020
Package Free Shop   Brooklyn, NY

Ensured visual perfection of the store and restocked all merchandise to maintain full displays. Executed remerchandising of floor and window in accordance with seasonal campaigns. Maintained a well-organized stockroom by receiving and processing shipments, unboxing and shelving product, properly labeling, and condensing stock to efficiently use very

limited space. Communicated with the buying team regarding inaccurate shipments. Managed the store team for inventory counts; counted stock every two weeks, documented, and accounted for variances. Implemented systems for documenting damaged items, requesting additional inventory, and sending informational alerts regarding new products. Acted as the manager on duty three days a week: encouraged the sales team to meet goals, wrote daily recaps detailing traffic and sales trends.

- Promoted from Sales Associate to a managerial role within the first year of employment

AEA Freelance Stage Manager   2016 – 2018
Self-Employed   New York, NY
Worked on productions in both Production Stage Management and Assistant Stage Management positions. Responsible for understanding and enforcing all union (Actor's Equity Association) rules and regulations. Created rehearsal calendars, daily schedules, and all organizational paperwork for tracking of props, costumes, and actors. Communicated all scheduling and safety information to the acting company. Maintained clear and open lines of communication between the director, producer, and designers, while also thinking critically about how the implementation of ideas will affect the actors.

EDUCATION

Boot Camp Certificate: *University of Minnesota, Minneapolis, MN*
A 24-week intensive program focused on gaining technical programming skills in HTML5, CSS3, Javascript, JQuery, Bootstrap, Firebase, Node.js, MySQL, MongoDB, Express, Handelbars.js, and ReactJS.

Bachelor of Arts, Cum Laude: *Smith College, Northampton, MA*
Honors & Awards: Dean's List 2012-2013 & 2013-2014,
                   2016 Yvonne Sarah Bernhardt Buerger Prize,
                   2016 Marilyn Knapp Campbell Prize for Excellence in Stage Management