

EMMA C. OLSON-ROSSOW

Northfield, MN

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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

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 Northfield Yarn

March 2021 – Present
Northfield, MN

Manage all inventory tracking (purchasing, receiving, etc.) and implement organizational systems to maximize efficiency. Coordinate annual inventory count: logically structure schedule & direct store team, while refining current inventory system to maximize speed while maintaining accuracy. Establish efficient systems for maintaining well-stocked displays and organized back stock and direct sales associates in implementing these SOPs.

- Actively boosted web sales 186% from initial launch by independently identifying problem areas, developing seasonal collections, improving website navigation, keeping items up to date, and following Shopify SEO best practices.
- Creatively present easily digestible web sales reports to inform purchasing decisions and decrease unsold inventory.
- Accurately fulfill an average of 104 web orders/month with a customer retention rate of 28.13%.

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. Maintained a well-organized stockroom while efficiently using very limited space. Acted as the main point of communication between the retail location and the company's buying team. Thoughtfully designed systems for documenting damaged items, requesting additional inventory, and sending informational alerts regarding new products.

- Promoted from Sales Associate to a managerial role within the first year of employment.
- Efficiently executed inventory intake for > 200 products from > 70 different vendors, averaging 500 units/week.
- Confidently led team of 5 Sales Associates for manual, bi-weekly inventory counts.
- Performed MOD role 3 days/week, motivated sales team and met an average of 83% of sales goals & 43% conversion.
- Creatively re-merchandised floor and window displays for 8+ seasonal campaigns annually.

AEA Freelance Stage Manager

2016 – 2018

Self-Employed

New York, NY

Worked on productions in both Production Stage Management and Assistant Stage Management positions. Reliably enforced 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. Actively 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.

- Reliably oversaw and supported teams ranging in size from 10 - 25 creatives.

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