

THERESA EATHERLY

full stack web developer



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EDUCATION

VANDERBILT
UNIVERSITY
FULL STACK
WEB DEVELOPMENT
2020

DENTAL STAFF
SCHOOL OF TN
REGISTERED
DENTAL
ASSISTANT
2015

AQUINAS COLLEGE
BUSINESS
MANAGEMENT
2003

TECHNOLOGY STACK

HTML
CSS
JAVASCRIPT
NODE JS
SEQUELIZE
REACT
EXPRESS
MONGO
MONGOOSE

ABILITIES

COMMUNICATION
LEADERSHIP
TIME MANAGEMENT
PLANNING & ORGANIZING
REASONING &
PROBLEM SOLVING

WORK EXPERIENCE

TRITON AUDIO
OPERATIONS MANAGER
2019 - CURRENT

Track all inventory from production factories in China and Brazil

Collect purchase orders from members and create proforma invoice, deposit invoice, final invoice of inventory

Handle tariff tracking and update members

Organize state-side shipping from landed cost to warehouse

Outsource Marketing POP companies and design Triton Audio Merchandise

ANDERSON AND DITCHARO ORTHODONTICS
REGISTERED DENTAL ASSISTANT
2016 - 2019

Manage the schedule of patient to control patient flow for doctors and fellow assistants

Greets patients and schedules for proper appointments, gather basic patient demographics, and imports into paperless data system

Utilizes OrthoTrac as CRM tool for patient information

Verifies Insurance coverage and benefits for treatment, and drafts financial contracts to present to patients according to treatment type and length

Acts as liason between orthodontists and general dentists, oral surgeons, and other dental specialists, regarding future and current treatment of patients

PHARMA-SEARCH PARTNERS
GLOBAL EXECUTIVE SEARCH CONSULTANT
2007 - 2009

Reviewed resumes of individuals in the field of Biomedical Pharmaceutical Sciences to find qualified persons for third party pharmaceutical companies

Maintained database of confidential candidate information

Conducted pre-screen interviews of potential prospects before submitting credentials