

# GREGORY M. KASSEE

Philadelphia, PA – (201) 920.8380 – gkassee@gmail.com

[www.linkedin.com/in/gregkassee](http://www.linkedin.com/in/gregkassee) - [www.github.com/gkassee](http://www.github.com/gkassee) - [www.gregkassee.com](http://www.gregkassee.com)

---

## TECHNICAL PROFICIENCY

**Front-End** - JavaScript, HTML5, CSS3, Bootstrap

**Back-End** - Ruby, Rails, Sinatra, PostgreSQL

**Project Management** - GitHub, Trello

**Software & Applications** – WordPress, Adobe Photoshop, Adobe Contribute, Adobe InDesign

## WEB DEVELOPMENT PROJECTS

**Neighborino** - Designed to bring neighborhoods together, Neighborino allows you to communicate with users within a 1 mile radius of your location.

- Built using Ruby on Rails, the Twitter API, the Google Maps API and PostgreSQL.
- Utilizes W3C Geolocation through the Google Maps API.
- Includes OAuth through the Twitter API.
- Features full CRUD.
- Features responsive design.

**Bandy Tree** - A single page application that allows users to explore the musical influences of their favorite musicians.

- This application was conceived and built to a functional state by a team of 4 during a one week sprint.
- Built using Ruby on Rails, JavaScript, jQuery, AJAX, Spotify API and PostgreSQL.
- Uses the Nokogiri Ruby Gem to scrape musician data from AllMusic.com.
- Uses the Spotify API to play samples of a musician's top songs.

**JavaScript Jukebox** - A simple music player that allows users can cycle through a pre-selected playlist of songs and add their own songs to the mix.

- Built entirely in JavaScript.
- Features responsive design.

## PROFESSIONAL EXPERIENCE

**The Field Center – School of Social Policy & Practice, University of Pennsylvania, Philadelphia, PA**      October 2014 – March 2016  
**Conference Manager & Administrative Coordinator**

- **Planned and managed** the logistics of all Field Center events, and provided support for Field Center staff and projects.
- Used **Adobe Contribute** and **InDesign** to edit and update event websites and materials.
- **Designed, edited, and proofed event materials.**
- Managed Field Center staff, interns, and volunteers during events.
- Tracked **event and departmental expenses**, and **processed all payments.**

**Argyle Executive Forum, New York, NY**      November 2012 – October 2014  
**Event Management Associate**

- **Managed the logistics of corporate networking events** that hosted up to 250 top business executives.
- Used of **Salesforce** to organize speaker registrations, post event evaluations and track planning progress.
- **Created all event day print materials**, which included programs, agendas and staffing plans.
- Secured vendors through research and negotiation, while **managing the forecasted budget per event.**
- **Booked travel and lodging** for Argyle staff.
- Consistently **edited the event website** to reflect agenda updates and other important information.

# GREGORY M. KASSEE

Philadelphia, PA – (201) 920.8380 – gkassee@gmail.com

[www.linkedin.com/in/gregkassee](http://www.linkedin.com/in/gregkassee) - [www.github.com/gkassee](http://www.github.com/gkassee) - [www.gregkassee.com](http://www.gregkassee.com)

---

**New Jersey Institute of Technology – Office of the Provost**, Newark, NJ

April 2012 – August 2012

## **Event Planner (Contract)**

- Organized events for incoming students,
- Collaborated with the Associate Provost and student peer mentors to plan weekly orientation sessions for incoming students.
- **Conducted research** to assist the development of event presentations.

**Robert Half Technology**, Woodbridge, NJ

August 2011 – February 2012

## **Regional Technical Recruiter**

- Conducted searches to recruit professionals for all RHT branches in the Northeast US.
- Evaluated candidate resumes for necessary experience and competency.
- Conducted phone interviews to evaluate each candidate's qualifications.
- This position required a basic understanding of programming languages and tech trends.

**Rutgers Department of Student Life**, Piscataway, NJ

September 2006 – August 2011

## **Facility Manager** (February 2010 – August 2011)

- **Managed daily operations** of two multi-million dollar, high-traffic university facilities.
- Directed and **supervised eight building staff**.
- **Led event setup, served as banquet manager**, managed event proceeds and deposits, and conducted post- event breakdown.
- This is the highest ranking position that a Rutgers University student-staff member can hold.

## ADDITIONAL EXPERIENCE

**Rutgers University Programming Association**, New Brunswick, NJ

March 2009 – May 2011

## **Vice President of the Comedy & Movies Committee** (March 2010 – May 2011)

- **Led a team** to conceptualize and coordinate large and small scale events (lectures, concerts and entertainment shows, celebratory events, etc.) with **audiences ranging from 20 – 2,000+ people**.
- Successfully **increased the number of events** and **significantly increased attendees** to each event.
- **Managed a budget of \$100,000** for 22 events over a period of seven months.
- Researched and selected an array of vendors and entertainment, **negotiated price points, drafted contracts**, and **planned pre-event and day-of-event logistics**.
- **Created timelines** dictating the event schedule and wrote **post-event analyses**.

## EDUCATION

**The New York Code + Design Academy**, New York, NY | 2016

Web Development Intensive

**Rutgers University**, New Brunswick, NJ | 2006 - 2011

Bachelor of Arts in Information Technology & Informatics

Bachelor of Arts in Psychology