HANNA LITTLEFIELD

REACH ME!

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GET TO KNOW ME!

• IRun4 Volunteer since 2016
• Donor For Life; Red Cross Platelet donator since 2012
• Homeschooling autodidact; creating and applying homeschool lesson plans since 2006
• Ultrarunner; competing in various distances from 50K-100M

CERTIFICATIONS!

• Front End Libraries - freeCodeCamp
• JavaScript Algorithms and Data Structures - freeCodeCamp
• Responsive Web Design - freeCodeCamp
• Data Visualization - freeCodeCamp
• APIs and Microservices - freeCodeCamp

THE DEGREE!

Bachelor's of Business Management
Concentration in Marketing
01/2010-12/2013
Daniel Webster College

WHAT I CAN DO FOR YOU!

Self Taught Programmer
08/2020 to Present
• Studied alone with weekly sessions with a mentor in order to grasp the basics of software development
• Obtained various certifications through FreeCodeCamp
• Studied HTML, CSS, JS, Node.JS, React, React Native
• Learned agile working practices and paired programming

Sales + Marketing Manager

Golds' Gym - 04/2019 to 8/2020

• Maintained a six month closing ratio average of 47%, driving over $4,400 of increased revenue per month
• Increased social media followers by 14% within three months
• Cultivated an average Facebook engagement rate of 7.2%
• Communicated with a daily average of 45 potential and current clients through CRM software, social media messaging, and phone contact; keeping an initial contact time under one hour
• Created over thirty "saved replies" for customer service concerns, potential client queries, and client retention

Assistant Compliance Manager

Nature's Remedy - 11/2018 to 02/2019

• Drafted, modified, and created over two dozen standard operating procedures, policies and procedures, and employee standards during the organization's infancy
• Created employees and facility auditing procedures for a multi-million dollar organization in order to maintain compliance with state regulations
• Handled the organization and implementation of employee on boarding and retention for over two dozen employees, totaling over $150,000/month in payroll

Precertification Specialist

Neurocare Inc - 07/2013 to 07/2017

• Worked on an average of 50 patient cases a day; communicating with clients, patients, PCPs and specialists, and insurance companies
• Created and implemented QA processes to audit an average of 750 cases a week
• Created standard operating procedures and training manuals used for training current employees and new hires
• Consistently hit quotas for case approval rating of 90%