

Ian Toy

3400 Treeline Court, Apartment 807, Hoover, AL 35216

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Education

University of Alabama – Graduated 2016 with a Bachelor of Science in Interdisciplinary Studies with a Minor in Music.

UC Berkeley Extension – Full Stack/Flex Coding Bootcamp Certificate (completion expected February 2020)

Work Experience

The Sheffield Fund – Underwriting Assistant (Full-Time, Aug. 2017-Oct. 2019)
Processed applications for workman's compensation insurance coverage, requested additional materials from agents as necessary, updated policy information.

Card Addicts – Sales Associate (Part-Time, Oct. 2018-Mar. 2019)
Sold and stocked collectable card games, board games, role-playing games, gaming accessories, snacks, and drinks. Organized and ran official tournaments, acquired new inventory through collection evaluation and acquisition.

Dixie Pulp & Paper Co. – Runner/Office Assistant (Full-Time, May 2016-Jul. 2016)
Kept kitchens, bathrooms, and supply room stocked. Responsibilities also included scanning and entering financial records, running various errands, and assisting with company events.

Pelham High School – Marching Band Staff (Full-Time, Jul. 2015-Oct. 2016)
Taught students drill and marching technique, led music and visual rehearsals, gave private lessons.

EL & Associates – Administrative Assistant (Part-Time, May 2011-Aug. 2012)
Scanned, checked, and filed company financial records. Responsibilities also included moving computer equipment, running errands, and helping as needed.

Leadership & Service Experience

Phi Mu Alpha Sinfonia Fraternity – Music Director
Planned and led music rehearsals with the chapter chorus. Performed community outreach concerts in local assisted living facilities each semester. Coordinated an annual campus wide concert of American music.

Professional References

Edward Toy

CEO of EL & Associates

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Jeremy Giadrosich

Underwriting Manager at The Sheffield Fund

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Dani Oglesby

Underwriter at The Sheffield Fund

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Heather Poe

Administrative Assistant at Dixie Pulp & Paper

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Justin Ward

Band Director at Pelham High School

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