



INGRID LYUBLINSKY

|| PROJECT MANAGER || PRODUCT MANAGER ||
|| SCRUM MASTER ||

CAREER SUMMARY

Chief Operating Officer

addo (Seattle) |

January 2018 to present

- Manage operations all within the scope of finances, HR, manage marketing, sales, communications, working with vendors, and customer relations.
- Study customer spending trends and habits to to analyze direction of the company. Ran social media experiments and grew our business from 20% guest retention in year one to 70% guest retention by year two.
- In 2020, moved the company to add digital presence as a nationwide shipping company, in addition to a storefront, and helped increase sales by 200%.

Associate Project Manager

The Hearth & Hound (Los Angeles) |

August 2017 - January 2018

- Responsible for getting the restaurant open and running.
- Responsibilities involved training and managing managers, staffing, prioritization, certifications, passing inspections within set time frames, creating training and standard operating procedures for the company, over see private events, help manage the P&L.
- Stayed through the opening to ensure systems created and set in place were functional and successful.

Food & Beverage Manager

Thompson Hotel (Seattle) |

April 2016 to August 2020

- Managed daily service operations for both the ground floor restaurant and rooftop bar
- Responsibilities included scheduling, P&L management, creating a budget, coaching and counseling, working with vendors, and event management.

CONTINUED

Project Manager

Huxley Wallace Collective (Seattle) |

October 2015 to April 2016

- Hired on to help expand the company and revamp current projects to be more profitable.
- Managed the P&L and built opening budgets. Managed vendor relations.
- Oversaw recruitment efforts, inventory, budgets, and customer relations.

CERTIFICATIONS + SKILLS + AWARDS

SCRUM Master

Certified with the SCRUM Alliance (2020)

University of Washington Full Stack Coding Boot Camp

Expected graduation June 2021

Frameworks/Systems

Microsoft Suite, G Suite, Agile Frameworks, Square, Zoom, Canva, Miro, Slack, Trello, ADP, HTML, CSS, JavaScript, Github, Gitlab, Visual Studio, Git Bash

Zagat 2016

"30 under 30" - Restaurant Management

EDUCATIONAL TRAINING

University of Illinois at Chicago

Bachelor's of Arts in Theatre (2012)

- Partial scholarship for theatre

Indian River State College

Associates of Arts in Theatre (2009)

- Full scholarship for acting
- Full Fulbright Scholarship

HOW TO REACH ME

Cell: (908) 433-6615

Email: ingrid.lyub@gmail.com

Location: Seattle, WA

LinkedIn: [@ingrid-lyublinsky](#)