Objective

Secure a research- and data-oriented position requiring investigative and analytical acuity and the ability to meet challenges head on with focus, creativity, and critical thinking, offering the flexibility and space to evolve and advance through the ever-changing applications of technology.

Summary

Data Manager and Analyst with extensive experience in the information technology (IT), research, and publishing industries. Self-driven IT professional highly skilled in investigative research, applied logic, analysis, data management, writing, editing, and technical documentation. Formal education includes Web/tech specialization in design and databases, a Master of Arts (M.A.) in Film Studies, a Bachelor of Arts (B.A.) in English with a minor in Media Study, and certification in TESOL/TESL/TEFL, specializing in English grammar.

Education

Epicodus
Web Design & Development / Databases
Portland, OR

State University of New York
M.A.: Film Studies
Buffalo, NY

State University of New York
B.A.: English (minor: Media Study), cum laude
Buffalo, NY

Further information, including additional history items and references, furnished upon request.

J . T U R N E R
IT SPECIALIST

Present

2010

History

Data Manager/Analyst/Software Administrator
Boys & Girls Clubs of Buffalo
2016 - 2022
Buffalo, NY

Leading the organization through the transition from one data system to another (COMET) without a conversion; building the Data Dept. from the ground up and the database content from scratch; designing structure; implementing checks and balances, protocol, procedure; maintaining daily system functionality and troubleshooting all software issues; conduit between organization and software owners; developing/constructing training material and facilitating training sessions for all user levels; teaching standards and practices to sustain data integrity; researching; assuring quality; generating reports

Interim Website Manager
Holocaust Resource Center of Buffalo
2015
Buffalo, NY

Maintaining, designing, upgrading, editing, and implementing content and components to elevate UX to support the organization's longterm vision of strengthening its Web arm to benefit educators and community members; the website is to continuously evolve to serve as the nonprofit's hub of connectivity and learning

Web Developer {*apprenticeship*}
The Wild
2015
Portland, OR

Front end and back end R&D of interactive art installation, specifically mobile app MVP UI controller for M2M operation involving Kinect and from-scratch build out of back end for communication and storage; HTML, CSS, Sass, JavaScript, jQuery, MEAN stack, MQTT, npm, Yeoman, Bower, Gulp, Bitbucket; project details proprietary

Lead Facilitator of STEM Workshop on Coding
Girls Inc. PNW
2014-2015
Gresham, OR
McMinnville, OR

Leader of first STEM Camp for Girls at the Center for Advanced Learning, instructing Clear Creek students how to code; sessions include lessons on computers, programming, hardware, software, deconstructing/constructing/hooking up Raspberry Pis, introduction to the command line and how to build a project; HTML, CSS, Python

Robotics Facilitator, Writer, and Researcher

Leader of LEGO robotics all-female team of youth participating in FLL competition; robot construction and block programming; developer of curriculum; author of Girls Inc. PNW LEGO Robotics facilitator handbook and team member workbook

Editor and Researcher
ETRI Journal ETRI
2012-2014
Daejeon, South Korea

Editing, writing, research, and correspondence for international electronics and telecommunications science journal; all work written by non-native English speakers from a variety of countries; rewriting of complex, high-tech material on topics such as micro-electronics, computer software, big data, information security, and 3D technology, including virtual reality (VR) and augmented reality (AR); design and implementation of transparent internal communication system, increasing efficiency of editorial process and elevating quality of the journal

Tester and Demonstrator {*special project*}

Special project consultant for GenieTalk, an Android automatic language translation app; key demonstrator of the technology, including high profile demonstration for the Ministry of Knowledge Economy, part of the Cabinet of the Republic of Korea

English Teacher
Avalon English
2011-2012
Daejeon, South Korea

Writing, reading, listening, and speaking courses; quarterly rotation of 70-80 elementary, middle, and high school students, beginner through advanced levels; writing workbooks; creating supplemental materials daily

Project Coordinator and Editor
parenting.com
2010
New York, NY

Managing a complex campaign for the online division of Parenting magazine; establishing contacts; recruiting participants; developing and maintaining business relationships; securing legal documentation from around the world; writing, editing, research, and correspondence; procurement of $50,000 in prize donations; completion of project before hard deadline