

# JOHN DOLAC

Operations Manager | Budget Analyst | Full Stack Developer

63 E 11400 South #102, Sandy, UT 84070

(e): [johndolacjr@gmail.com](mailto:johndolacjr@gmail.com) (p): 704-258-2869

## OBJECTIVE

I am seeking an entry level front and/or backend development role where I can use my strong work ethic, effective communication, organizational and problem-solving abilities to build a great product for the customer, simultaneously building upon my technical skillset developed in my professional training at the University of Utah coding bootcamp certification course.

## TECHNICAL SKILLS

Microsoft Office  
Salesforce  
REACT  
JavaScript  
Mongo  
CRUD Operations

## PROFESSIONAL SKILLS

Servant Leadership  
Coaching  
Development  
Process Improvement  
Strategic Planning  
Attention to Detail  
Facilitation

## HOBBIES

Family  
Traveling  
Outdoors  
CrossFit  
Sports  
Volunteering

## EDUCATION

### University of Utah

Sept. 2020 – Mar 2021

Professional Full Stack Developer Certificate

Class GPA: 3.3

### Virginia Intermont College

May 2002 – May 2007

BS in Sports Management/ Minor in Business Administration

**Accolades:** Senior Class Vice President, Academic All-Conference, Athletic Directors Honor Roll, Team Most Valuable Player, Athletic and Academic Scholarship Athlete

## WORK EXPERIENCE

### Avidxchange, Inc. (November 2012–Present)

*Payment Specialist | QA Analyst | Operations Supervisor | Operations Manager*

- Used agile methodologies to establish foundational processes for Operation Analysts and the Robotics Process Automation (RPA) Analysts while gaining experience with Blue Prism software.
- Relocated to Salt Lake City, Utah to stand up our West Coast operations department as part of our business continuity plan in 2018.
- Fostered growth for the organization and the teammate by aligning teammates goals and passions to business needs.
- Accolades:** Supervisor of the Month (Jan. 2015), Avidxcellence Award Recipient (top 5%) – (Jan. 2019)

### US Army Reserves (June 2008–Present)

*Horizontal Construction Engineer | Financial Management Technician*

- Built and maintained a website to improve communication and track medical readiness for the Platoon.
- Monitored over \$150,000,000 per year for accounting errors, erroneous payments, and misuse of government funds; involved cross-comparing data from an SAP based system with other military software systems.
- Utilized an Excel VBA program to facilitate audit compliance for the Army Reserve.
- Established fund controls for achieving compliance with Congressional mandates and Generally Accepted Government Accounting Principles while locating gaps in training and gathering long-term data for trend analysis.
- Accolades:** Army Commendation Medal (Mar. 2022); Honor Graduate at Advanced Leadership Course (Jun. 2017); Army Achievement Medals (Mar. and Jun. 2012, Jul. 2013 and 2016, Apr. 2014); Honor Graduate at BCT (Sept. 2008)

## SOCIAL MEDIA

**WEBSITE:** [My Portfolio](https://johndolacjr.github.io/MyPortfolio/#about) - <https://johndolacjr.github.io/MyPortfolio/#about>

**LINKEDIN:** [My LinkedIn Profile](https://www.linkedin.com/in/john-dolac-jr-56a0b81b/) - <https://www.linkedin.com/in/john-dolac-jr-56a0b81b/>

**GITHUB:** [My GitHub Profile](https://github.com/johndolacjr) - <https://github.com/johndolacjr>