KELSEY GREEN

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https://github.com/kelseyhg | kelseyhg.github.io/portfolio |

SKILLS | Full-stack web development with an emphasis on design

PYTHON | JAVASCRIPT | HTML | CSS | SQL | EXPRESS | NODE.JS | XML | REACT | PHOTOSHOP | DJANGO |

EDUCATION

Web Development Immersive   General Assembly   2018
• Intensive web development course covering full-stack web development

Digital Humanities MA   University College London   2015 – 2017
• Masters' Thesis: Digital Interactive Technologies in Museum Exhibitions and Education
• Interdisciplinary program teaching programming and digital tools for use in humanities fields

Anthropology BA   George Washington University   2008 – 2012

PROJECTS

Break-In at the Museum! | HTML, CSS, and JS educational game
• Players collect misplaced and damaged artifacts, learn their history, and solve a riddle to find a hidden artifact

Auctave Auction Management | NodeJS and Express app for managing nonprofit fundraising events
• Users can record donor, donation, and bidder information, assign items to winning bidders, and export reports via Google Sheets

Who Gets the Internet? | Django informational site visualizing broadband access across US counties
• Uses a python script to pull internet speed data from a government API and store it in a SQL database
• Displays internet facts, a county-level US map, and a county comparison tool for visitors to experiment with

WORK EXPERIENCE

Office Manager | Tibbetts United Methodist Church, Seattle | December 2017 – May 2018
• Designed and created custom programs and powerpoints for worship services and events
• Worked with volunteers and employees to plan and execute events

Collections Intern | Islington Museum, London, UK | March 2016 – September 2016
• Trained in object handling, collections documentation, and accessions practices
• Completed a comprehensive collection inventory; reconciled collection with database and accessions records

Data Entry Specialist | Porch, Seattle | January 2015 – May 2015
• Improved data quality and accuracy through online and database research
• Managed scheduling, queries, and supply inventory
• Analyzed state and local legislation to establish nationwide quality metrics

Contract Review Associate | Onvia, Seattle | January 2014 – June 2014
• Reviewed government RFPs and extracted relevant information for categorization
• Collaborated on development of an automated ontological system to streamline document processing

Office and Executive Assistant | CollinsWoerman Architects, Seattle | December 2012 – November 2013
• Edited proposals and technical documents; handled scheduling and legal documentation
• Coordinated and facilitated educational seminars and online education
• Trained and supervised new administrative staff

Organization & Accounts Assistant | Project Accounting Services, Seattle | January 2008 – August 2009
• Managed and edited online donor databases, conducted online research to improve donor profiles
• Compiled weekly fundraising and expenditure reports; prepared bank deposits