



CONTACT

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SOFT SKILLS

- Communication
- Innovation
- Project Management
- Adaptability
- Collaboration

PROGRAMMING SKILLS

- UI design
- HTML, CSS, JavaScript
- MySQL
- MongoDB
- Git

KATIE MORRISON

WORK EXPERIENCE

Business Manager- Senior Nutrition Services

Catawba County Government | Oct 2017 - present

- Manage content on the Senior Nutrition Services website and subsequent pages using the County's content management system through Processwire.
- Initial contact for providing technical support to Senior Nutrition Services team members for navigating applications and assuring program compliance.
- Oversee applications for all SNS programs.
- Serve as the first point of contact for in-person visitors and people calling the main line, providing a high level of customer service.
- Confer with funding sources and community partners to troubleshoot technical and operational problems as they arise.
- Supervise purchasing for Senior Nutrition Services and reconcile use of procurement cards for the unit.
- Track 5310 transportation grant expenditures and reviews monthly invoices for accuracy.
- Completes and submits HCCBG reports monthly for reimbursement.
- Reconcile meal counts weekly for various funding sources.
- Create and manage social media content.
- Utilize Publisher and Canva to generate monthly newsletters, recruitment flyers, and other promotional materials.

EDUCATION BACKGROUND

Certificate, Full Stack Web Development

University of North Carolina- Charlotte | Oct 2022 - April 2023

- Completed various individual and group projects, most completed from the ground up
- Focus on MERN stack (MongoDB, Express.js, React, Node.js) and agile methodology

BS in Agriculture Education

North Carolina State University | Aug 2011 - Dec 2015

- Concentration and minor in Animal Science. Member of Sigma Alpha Professional Agriculture Sorority with time served on executive board. Member of Sigma Alpha Pi National Society of Leadership and Success.