

Andie Stokes

Seattle, WA • (+1) 778 877 8462 • andieleestokes@gmail.com • linkedin.com/in/andiestokes • github.com/hamjooningonline • andie.netlify.app

Certified project professional with 10+ years of experience across healthcare, education, and case management. Backed by PMP, CAPM, SAFe POPM, and CSM certifications with a flexible, adaptable approach. Skilled in supporting remote and international teams, facilitating clear communication, and simplifying complex workflows to keep projects on track. With additional training in full-stack development and advanced academic coursework, skilled at connecting technical and non-technical teams to deliver user-focused results.

Skills

- Project & Program Management (PMP, Agile/Waterfall, Scrum, SAFe)
 - Stakeholder Communication & Cross-Functional Collaboration
 - Process Improvement & Change Management
 - Problem Solving & Critical Thinking
- Data Analysis & SQL Queries
 - Tools: JIRA, Asana, Monday.com, MS Excel/PowerPoint
 - Technical: HTML, CSS, JavaScript, Python
 - Languages: English (Native), Spanish & Korean (Basic)

Professional Experience

Project Coordinator - Purple Magnet Productions, remote	10/2024 - present
<ul style="list-style-type: none">• Coordinated production schedules across multiple departments, ensuring a 98% on-time delivery rate for project milestones.• Acted as the central point of communication between creative teams facilitating 25% faster issue resolution.• Managed pre-production logistics for productions ranging from short-form digital content to campaigns reaching 500k viewers.• Led weekly production meetings to provide status updates and reduce bottlenecks by 30%.• Assisted in managing contractor relationships, negotiating rates that reduced costs by 10-15%.• Contributed to creative brainstorming sessions and provided logistical input to turn conceptual ideas into actionable plans.	
Case Manager - State of Alabama, remote	10/2023 - 10/2024
<ul style="list-style-type: none">• Boosted processing efficiency by 25%, leading to enhanced delivery for over 50 clients monthly.• Prepared reports and presentations for internal teams, contributing to 99% compliance in audits.• Facilitated collaboration with legal, healthcare, and social entities via phone or email to meet service timelines.• Collected feedback to enhance internal systems, resulting in 50% faster case resolution rates.	
English Teacher & Literacy Coach - Private English Academy, South Korea	10/2019 - 05/2023
<ul style="list-style-type: none">• Managed curriculum and instruction for 100s of students annually, improving test outcomes and retention.• Coordinated cross-functional efforts between academic, admissions, and marketing teams, increasing student onboarding.• Designed brochures and landing pages that improved program visibility and conversion rates.	
Certified Pharmacy Technician - CVS Health, AL, TN, TX	10/2013 - 08/2019
<ul style="list-style-type: none">• Supported high-volume pharmacy operations across retail locations in three states.• Implemented workflow improvements that enhanced efficiency and trained junior staff on best practices.	

Education

Full Stack Web Development Bootcamp - wCoding	01/2023 - 05/2023
B.S. Human Environmental Sciences - The University of Alabama	08/2013 - 05/2018
Completed 15 credit hours toward Masters of Management - Lipscomb University College of Business	08/2015 - 05/2016
Completed 76 credit hours toward Doctor of Pharmacy (PharmD) - Lipscomb University College of Pharmacy	08/2015 - 05/2016

Certifications

SAFe Product Owner/Product Manager (POPM) - Scaled Agile	09/2025
Project Management Professional (PMP) - Project Management Institute	07/2025
Certified Associate in Project Management (CAPM) - Project Management Institute	04/2025
ChatGPT for Project Management - Vanderbilt University	02/2025
Certified Scrum Master (CSM) - Scrum Alliance	01/2025