AMY PASTORIUS

Phone: 612-269-0708 | **Email:** PAST0073@UMN.EDU | **Address:** 150 Snelling Ave North St Paul, MN 55104

GitHub: https://github.com/past0073 | **Portfolio:** https://past0073.github.io/02-Homework/

LinkedIn: https://www.linkedin.com/in/amy-pastorius-609324157/

SUMMARY

Strategic Nonprofit Manager with experience in maintaining key customer relationships, resource and inventory management, and implementing process improvement. Extensive education in full stack web development including javaScript, jQuery, node.js, and proficient in managing GitHub repositories. Interested in continuing career in management and specializing in responsive web development.

TECHNICAL SKILLS & EXPERTISE

• Management • Office365 Applications • Web Development • Customer Relationship Management • Windows® • QuickBooks

• javaScript • jQuery • JSON • Node.js • HTML • CSS • Bootstrap / Tailwind • Ajax • GitHub • Visual Studio Code • Slack •

EXPERIENCE

AccessAbility, Inc. | Minneapolis, MN
Operations & Production Manager   2020 - Present
- Manage key accounts and customer relationships
- Ensure the on-time delivery of high-quality finished goods
- Lead business administration activities: inventory management, purchasing, and material sourcing
- Forecast and conduct market research

AccessAbility, Inc. | Minneapolis, MN
Program Services Supervisor   2019 - 2020
- Managed and mentored four case management professionals
- Collaborated with clients, social workers, and caregivers
- Ensured licensing and CARF accreditation compliance standards
- Earned 2019 Employee of the Year

AccessAbility, Inc. | Minneapolis, MN
Case Manager   2015 - 2019
- Managed a caseload of 35-40 individuals
- Provided on-site job coaching
- Created support plans to help individuals served meet their employment goals
- Earned Award of Excellence in 2016.

EDUCATION

UNIVERSITY OF MINNESOTA | Online   JUNE 2021
Full Stack Web Development Certificate

UNIVERSITY OF MINNESOTA | TWIN CITIES, MN   MAY 2015
Bachelor of Arts, Speech-Language-Hearing Sciences