

Sophia Li

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ABOUT ME

Front-end developer focused on [learning new skills](#); seeking to join an impact driven org with a strong culture of learning.

PROJECTS

MoTo ([GitHub](#) | [Live App](#) | [Chrome Extension](#))

HTML, CSS, JavaScript

A clone of [Momentum](#), a chrome extension, with additional features including Pomodoro and MIT Tracker for time management.

Daily Affirmations ([GitHub](#) | [Live App](#))

HTML, CSS, JavaScript

Web app that applies positive psychology theory to generate quotes of affirmation when user enter their successes of the day.

15Five Product Landing Page ([GitHub](#) | [Live App](#))

HTML, CSS, Bootstrap

Responsive redesign of 15Five's product landing page, with the objective to capture leads in the People Operations function.

LANGUAGES

JavaScript, HTML, CSS, Bootstrap, React, Python, SQL, R

EDUCATION

University of California, Berkeley BA, Cognitive Science 2018

WORK EXPERIENCE

Philanthropy University ([education-technology start-up](#)) **Oakland, CA**

Executive Assistant and Culture Associate August 2018 - August 2019

- Designed and implemented a scalable and team driven onboarding process to achieve 83% onboarding satisfaction score from 9 new team members
- Recruited top talent and improved diversity & inclusion-related outcomes through designing a scalable, standardized, and research-backed hiring process
- Collaborated with Partnerships and Marketing team to establish thought leadership at the World Economic Forum Davos Summit, Skoll World Forum, and Global Compact week
- Formalized and strengthened core operating values and culture by leading quarterly offsites, team building activities, employee celebrations and recognition, team building activities, lunch and learn sessions
- Built and facilitated growth-focused development and performance review systems that measurably improves performance while building trust between peers and their managers

Intern January 2018 - July 2018

- Developed a customized Salesforce instance for Partnership's team to track fundraising pipeline
- Initiated and implemented knowledge management system across entire organization through a feedback driven process

Center for Social Sector Leadership, Haas School of Business **Berkeley, CA**

Program Coordinator May 2016 - May 2018

- Built and maintained a database of over 5,000+ partners and clients in Salesforce
- Increased participation in programs and events by 10% through analysis of yearly program metrics
- Trained and mentored 10 staff members in Salesforce management, daily workflow, and reporting
- Managed the success of Berkeley Board Fellow program that supports 500+ MBA students and community partners