

Sophia Li

(415) 609-5642 | sophiali.wy@gmail.com | San Francisco, CA | Portfolio: <https://sophiali.dev>
GitHub: <https://github.com/sophi-li> | LinkedIn: <https://www.linkedin.com/in/sophiali124/>

SKILLS

JavaScript, React, Node.js, Express, HTML, CSS, Gatsby, SQL, Git

PROJECTS • Portfolio: sophiali.dev/projects

Bread Puns API

<https://github.com/sophi-li/breadpun-api>

An API for all your bread pun kneads.

Express, Node.js

Recipe Web Scraper

<https://github.com/sophi-li/scrape-recipe>

Node package for scraping websites with schema recipe data.

JavaScript, Playwright

Sourdough Starter Reminder

<https://github.com/sophi-li/sourdough-timer>

Automatic text message reminder app for feeding sourdough starter.

Node.js, Twilio, Azure Functions

Baking Conversion Calculator

<https://github.com/sophi-li/conversion-calc>

A web calculator app that makes baking easier with metric conversions and recipe scaling

React, JavaScript

EXPERIENCE

Executive Assistant and Culture Associate @ Philanthropy University

August 2018 - August 2019 | Oakland, CA

- Designed a team driven onboarding process to achieve 83% onboarding satisfaction score
- Recruited top talent and improved diversity & inclusion-related outcomes through designing a scalable hiring process
- Formalized and strengthened core operating values and culture by leading quarterly offsites, team building activities, employee celebrations and recognition, and lunch and learn sessions
- Built and facilitated growth-focused development and performance review systems

Intern @ Philanthropy University

January 2018 - July 2018 | Oakland, CA

- Developed a customized Salesforce instance to enable Partnership's team to effectively manage donor communications and conversions in the fundraising pipeline
- Initiated and implemented knowledge management system across entire organization

Program Coordinator @ Center for Social Sector Leadership, Haas School of Business

May 2016 - May 2018 | Berkeley, CA

- 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 Board Fellow program that supports 500+ MBA students and partners

EDUCATION

University of California, Berkeley | BA, Cognitive Science 2014-2018