**SarahMay Harel**

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# EXPERIENCE

**Workman Publishing,** New York, NY (various roles) *April 2017–present*

*Assistant Director, Website Operations and eCommerce*

* Administrate 20+ websites on a mixture of WordPress, Craft, & static pages hosted in AWS S3
* Project manage infrastructure re-architecture, as well as relaunches for author & brand websites
* Operate as technical lead for front-end eCommerce development, using HTML, CSS, JavaScript and Shopify’s Ruby-based template language, Liquid
* Report on web, newsletter, & marketing analytics

**Algonquin Young Readers & Tor Teen/Starscape**, New York, NY *April 2017–present*

*Freelance Manuscript Reader*

* Read, summarize, and critique manuscript submissions for young adult and middle grade books, typically with a focus on science fiction and fantasy
* Write reader’s reports of approximately two pages in length

**Epstein Engineering**, New York, NY *July 2015–May 2017*

*Principal Draftsperson*

* Developed technical drawings of residential and commercial buildings using AutoCAD
* Filed plans and reports with city government agencies

*Administrative Assistant* *September 2014–July 2015*

# SKILLS

Website Development  
HTML/CSS and JavaScript

Shopify / Liquid / Ruby

WordPress  
Craft CMS  
MailChimp

Google Analytics

Google Suite

Microsoft Office Suite

Adobe Photoshop

Canva

AutoCAD

# EDUCATION & CERTIFICATIONS

**General Assembly**,New York,NY

* JavaScript Certification
* Introduction to Coding Certification
* Google Analytics Bootcamp

**Columbia Publishing Course,** New York,NY *Summer 2017*

* Six-week intensive course on all aspects of book, magazine, and digital media publishing

**Hampshire College**, Amherst, MA *Class of 2014*

*Bachelor of arts in cognitive science*

* Recipient of Earl Ubell Science Information Award
* Invited by the dean to present senior thesis at the School of Cognitive Science