

Spencer Armini
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Qualifications

- Excellent verbal and written communication
- Simultaneous self-starter and team-player
- Meticulous attention to detail
- Ability to build and manipulate complex SQL queries
- Proficient in Microsoft Office and G-Suite applications
- Quick to analyze problems and present solutions

Education

Bachelor of Arts in Political Science, June 2015
University of California, Santa Cruz

Experience

Alto Pharmacy, Project Manager

May 2019 – November 2020
San Francisco, CA

- Led programs throughout multiple phases of series ABC funding.
- Compiled, managed, and exported large datasets to external stakeholders using SQL.
- Generated and analyzed data to aid in COVID-19 PPE initiatives using SQL.
- Leveraged data analyses to improve processes and increase operational efficiency.
- Built a one-stop-shop dashboard to monitor key account performance using SQL.
- Assisted in onboarding new employees to database processes.
- Spearheaded extensive training initiatives for new headquarters in Denver, CO.
- Collaborated cross-functionally to implement processes into new markets.

Alto Pharmacy, Patient Care Specialist

November 2017 – May 2019
San Francisco, CA

- Managed medication coordination for patients across California.
- Began and managed external stakeholder partnerships for clinical studies, data analysis, and new programs.
- Created and led trainings to establish care practices for medical initiatives.

Kaiser Permanente WA, Patient Access Representative

September 2016 – June 2017
Tukwila, WA

- Conducted trainings to 200+ staff to advance gender-inclusive appointing practices.
- Collaborated with physicians and management to implement Gender Health service line.
- Cross-trained in several departments to assist patients from a total of 5 service lines.