



## Spencer Armini

616 Alice Street  
Oakland, CA 94607

### Contact:

spencerarmini@gmail.com  
(339) 227-0084  
linkedin.com/in/spencer-armini

I am a dedicated and inquisitive analyst and Project Manager looking for my next play in Program Management and Database administration. I have a passion for learning and helping teams move forward with scalable and feasible programs. I have specific interests in data insights and analysis in order to make data-informed recommendations to stakeholders.

## Qualifications and Skills

- 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 Google applications
- Quick to analyze problems and present solutions

## Education

- **Bachelor of Arts in Political Science**, June 2015  
University of California, Santa Cruz
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## Experience

### Alto Pharmacy, Project Manager

May 2019 - November 2020  
San Francisco, CA

- Skilled employee leading programs throughout multiple phases of series ABC funding.
- Created, manipulated, managed, and exported large datasets to external stakeholders using SQL. Assisted in onboarding new employees to database processes.

- Generated and analyzed data to assist in COVID-19 initiatives using SQL.
- Built a one-stop-shop dashboard to monitor key account performance using SQL.
- Identified data gaps and provided recommendations for resolution to ensure optimal performance.
- Spearheaded extensive training initiatives for company's new office in Denver, CO.
- Collaborated with internal and external stakeholders 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

- Created and led trainings to 200+ staff to advance inclusive appointing practices.
- Facilitated department meetings dedicated to improving workplace environment.
- Collaborated with physicians and management to implement new health service lines.
- Cross-trained in several departments to assist patients from a total of 5 service lines.