

J. Tynan Burke, MLIS

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Public key: <http://bit.ly/1UD2iDG>

COLLECTION MANAGER, ONTOLOGIST, OFFICE MANAGER

Talented collection developer with 2+ years experience project management, 4+ years in digital/physical collections & machine learning, 9+ years office management, general experience in volunteer management, tracking product shipments & warehouse management

SELECTED EXPERIENCE

DATA CURATOR, PELTA INC., SAN FRANCISCO, CA, 2013 - PRESENT

- Developed ontology for extremely diverse data collection
- Developed automated analysis, ingest of information into semantic database
- Managed system to properly care for collection through its life-cycle
- Created friendly interface for users to manage accounts

OFFICE MANAGER, ARCHIVE MANAGER, BOOKS & HOOKS LTD., MILL VALLEY, CA, 2007-2010, 2012-2014

- Oversaw move of two small businesses from La Jolla to Mill Valley
- Managed transition, including shipping, unpacking, full IT setup and maintenance
- Developed online store, oversaw order fulfillment
- Managed file digitization & access to several intranets

FIELD ORGANIZER, OBAMA FOR AMERICA, DENVER, CO, 2008

- Managed 3-5 offices at any given time
- Installed donated equipment, from office furniture to PCs and printers
- Responsible for recruiting, organizing, and coordinating hundreds of volunteers
- Easily beat vote target for CO-1 district for Senate, House, Presidential election

EDUCATION & MISC.

STANFORD UNIVERSITY, STANFORD, CA. BACHELOR OF ARTS IN GERMAN STUDIES WITH HONORS, JUNE 2006.

UNIVERSITY OF ILLINOIS, URBANA-CHAMPAIGN GRADUATE SCHOOL OF LIBRARY AND INFORMATION SCIENCE, URBANA, IL. MASTER OF LIBRARY AND INFORMATION SCIENCE, MAY 2014. FOCUS ON DIGITAL COLLECTIONS MANAGEMENT. 4.0 GPA.

NATIONAL MERIT SCHOLAR, 2002.

SKILLED IN CARPENTRY, JAZZ SAXOPHONE (STANFORD BAND, SECTION LEADER)