

Violet Skinner

Aspiring Product Manager, Technologist, and Civic Tech Enthusiast

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Portfolio: www.hireviolet.com

EXPERIENCE

Disaster Recovery Consultant (Freelance)

VARIOUS - Temporary Contracts (2007-2009, 2012-2015, 2016-2017)

- Successfully oversaw the management of over 65 projects, worth over \$1.5 billion, related to public infrastructure disaster recovery.
- Effectively communicated both intergovernmental and interdepartmental, including federal, state, and local government contacts, contractors and engineers, policy/legal specialists, federal and state elected officials, and the general public.
- Advocated on behalf of clients to positively impact their recovery from natural disasters through policy analysis and dissemination.
- Clients include: State of Florida, City of New York (NYCEDC, DEP, TLC, etc.), Nassau County (NY), Palm Beach County (FL), Broward County (FL), Duval County (FL), Seminole Tribe of Florida, City of White Sulphur Springs (WV), among others. Also supervised staff.

Owl Evaluations, South Florida — *Non-Profit Consultant*

JULY 2006 - PRESENT

- Serve as the system administrator for G Suite (Google Apps), which requires routine maintenance of all email accounts, users, and domain management.
- Consulted with organizations to define technical and user requirements to provide advisement on IT procurement.
- Contracted to do product management with a focus on the full lifecycle of custom website development and maintenance.
- Consulted with a variety of non-profits to improve grant management workflow processes.
- Worked with tech organizations to do grant research and writing to further the innovation of projects relating to tech education and civic technology.

Cendyn/ONE, Boca Raton, FL — *Integrated Services Coordinator*

SEPTEMBER 2015 - AUGUST 2016

- Facilitated operations of building, maintaining, and updating websites within the hospitality space.
- Coordinated the process of website buildout from the design to launch.
- Conducted quality assurance of medium to large scale websites.
- Managed multiple web projects at one time, working with website production and HTML & CSS.
- Trained clients on the use of Kentico CMS.

SOFT SKILLS

Public Speaking

Advocacy & Team Building

Interdepartmental &
Intergovernmental
Communication

Technical Communication

Relationship Building

HARD SKILLS

Google Analytics (Certified)

HTML/CSS/SASS (Working)

Github (Working)

G Suite/Google Apps
(Working)

COBOL, Basic, Visual Basic
(Knowledge)

Javascript & jQuery
(Knowledge)

Ruby (Knowledge)

SQL (Knowledge)

Photoshop (Knowledge)

Data Science/Python/R
(Learning)

Ruby on Rails (Learning)

Amazon Web Service &
Docker (Learning)

FUN FACTS

- Ran for political office in Duval County, FL
- Officiated Roller Derby for six years
- Owned & Operated a Craft Bakery

PROJECTS

Code for Palm Beach — *Co-Founder & Co-Brigade Leader*

- Worked with government agencies to define needs to develop technical solutions for the citizenry.
- Partnered with the Palm Beach County Health Department to develop a hybrid app to help citizens find their nearest HIV & STD testing site and condom distribution site. Currently working to develop the client requirements and user needs for the app.

Pathfinder App — *No Longer In Use - Antiquated Technology for Flip Phones*

- Worked with a Non-Profit as a graduate student to develop an app to improve data collection during a preliminary disaster assessment, conducted immediately after a disaster. Data would be used to improve the efficiency of the federal disaster declaration process.
- Developed the user needs and requirements through working experience with the State of Florida.
- Tested app in the field following a small flooding disaster in North Central Florida.
- Presented a poster on the success of data collection to the International Association of Emergency Managers and won 2nd place in the Graduate Research Competition.

Accountability Web App for NYS-DHSES — *Internal App, Currently In Use*

- Developed a web app for state contract employees to login at the beginning of the work day to account for their presence within a federal building and their safety.
- App automatically recorded date and time of check in.

Google Map Building — *www.hireviolet.com/blog*

- Partnered with the Circuit 15 (Palm Beach County) Department of Children & Families office to develop a map of all licensed substance abuse treatment resources within Palm Beach County.
- Used public data from the Palm Beach County Health Dept to develop a map, charting out all free HIV testing sites throughout the County.

Web Development — *www.swamply.co*

- Built resume websites for friends.
- Built websites for comedians and professional writers.
- Developed a website for a substance abuse treatment organization.
- Created landing page for Code for Palm Beach.
- Social Media Creation & Management
- Google My Business Administration
- Recommended SEO solutions

EDUCATION

General Assembly - Product Management Intensive

DECEMBER 2016

University of Alberta - Software Product Management

IN PROGRESS

University of N. Florida - Master of Public Admin.

DECEMBER 2007

University of N. Florida - BA in Political Science

JUNE 2005