

education

music business management, Berklee College of Music, Boston MA, 2006
internship (2 semesters) in event planning, Heavy Rotation Records, 2004

employment

business systems tech 6.2008-12.2008, **advertising operations** 12.2008-1.2009
GamerDNA, Cambridge, MA

- managed, optimized and generated reports for ad network of 4 million monthly unique visitors
- brought social media best practices and emphasis into the company and partners
- helped partner sites with community building, user behavior, analytics, seo and optimization
- sold premium display advertising space on home and partner websites

business manager 5.2007-6.2008

Jazkarta, Cambridge, MA (Betahouse)

- tracked and advised on web traffic trends, adwords campaigns, and customer/lead data
- managed multi-national development team of 20+ developers over 10 simultaneous projects/clients along with directing four interns
- sold services including consulting, training and migration of Plone related products
- integrated of social media technologies and methods into our company workflow
- administered daily business workflow including budgeting, bookkeeping, payroll, reporting and event planning

portfolio administrator 6.2005- 1.2006

State Street Corporation, Boston, MA

- administered custody management for company's largest portfolio/fund
- completed twelve billion dollars in daily wire transactions and trades
- assisted in creation of new training manuals and materials for portfolio administrators

recruiter 3.2005- 7.2005 and 7.2006

MacPherson Group, Boston, MA

- recruited attorneys, paralegals, and administrative staff for Boston, New York, and San Francisco law firms
- generated new job order leads, and sought out qualified candidates for job placement

recording engineer/studio manager 1.2003- 12.2005

Taylor Barefoot Productions, Boston, MA

- recorded, edited and mixed clients' music in a quality conscious environment
- involved in acoustical design and construction of studio

presentations

improving audio for podcasts, Podcamp Boston 3; 7.19.2008 & Podcamp Pittsburgh 3, 10.18.2008
photography for the blogger, Podcamp Pittsburgh 3, 10.18.2008
virtual worlds and social media, Podcamp Pittsburgh 3, 10.19.2008

associations

member, Acoustical Society of America (2006-2008)
president, Acoustical Society at s (2002-2003)
member, Massachusetts Technology Leadership Council (2008)

volunteering

sponsorship coordination, BarCamp Boston, 2008
volunteer, ROFLCon Boston, 2008
planning committee, BizDevCamp Boston 2008

technology skill set

Mac OS X, Linux, Protools, Logic Pro, Photoshop, HTML/CSS, Csound, Max/MSP, Quickbooks, OpenX