Alice Uhl
Email: uhlaliceh@gmail.com

Skills:

HTML5, CSS3, SASS, Bootstrap Framework, JavaScript, jQuery
Google Drive/Documents; Microsoft Office: Word, PowerPoint, Excel
Adobe InDesign CC, Adobe Illustrator CC, Adobe Acrobat Pro DC

Experience:

Data Specialist – Writer, Auditor
Google (Randstad)
Bothell, WA
Mar. 2012 – Mar. 2014
- Extracted, proofread, and edited content for Google's Field Trip mobile application
- Entered data into internal content management tools
- Conducted QC of user-submitted data for Google's Ingress mobile game
- Analyzed and verified data to ensure it met policy guidelines
- Conducted QC audits of team member performance
- Mentored new hires
- Wrote feedback to local and international team members
- Recognized and removed offensive and explicit content
- Handled confidential information
- Relayed policy clarifications and concerns to supervisors
- Worked on multiple projects simultaneously

Collections Management Intern
Kittitas County Historical Museum
Ellensburg, WA
June – Aug. 2011
- Exhibited and labeled museum objects
- Wrote and cataloged condition reports
- Set up museum events and fundraisers
- Performed clerical and front desk duties

Education:

Associate of Technical Arts in Web Application Development
Edmonds Community College, Lynnwood, WA
Expected graduation date: June 2016
GPA: 3.99 / 4.00

Bachelor of Science in Anthropology
Minor in Museum Studies
Central Washington University, Ellensburg, WA
Dec. 2011