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Professional Experience:

Brewing Operations, SaltFire Brewing Company; Salt Lake City, UT — 2023-Present

- Part of a team of two responsible for all physical brewing and cellar operations
- Ensure weekly brewing schedule is met and other cellar activities are completed on time including but not limited to: milling, transfers, dry hopping, CIP's/SIP's, inventory & ordering
- Run Cask Canning line several times a week, perform troubleshooting, and ensure beer is properly packaged
- Ensuring the integrity of core brands is upheld and creating new recipes, concepts, and special projects
- Take an active role in training new Front of House staff on beer profiles as well as making sure current staff are re-trained if necessary. Participating in brewery tours and events to educate the public about the brewing process and beer styles

Lead Cellar & Brewing, Shades Brewing Company; Salt Lake City, UT — 2021-2023

- Performs production operations, CIP's, and sanitation practices with strict adherence to SOP's
- Responsible for all aspects of beer during fermentation including adding flavoring, fruiting, dry hopping, monitoring gravities, and troubleshooting any quality control issues that arise
- Facilitates transfers & bright beer handling
- Independently responsible for brewing all products on a 30 bbl system 3-5 times a week
- Utilizes Ekos to monitor brewing & fermentation, and keep inventory accurate
- Help with varying tasks such as working on the packaging line, pulling orders for distributors, and communicating with brewery taprooms to ensure they have what they need

Social Media Marketing, Shades Brewing Company; Salt Lake City, UT — 2020-2021

- Managed a multitude of social media platforms including four separately branded Instagram accounts, Facebook, and Tik Tok. Demonstrated ability to adjust voice and verbiage depending on the audience
- Encouraged community engagement, monitored, moderated, and responded to messages and comments. Sought out and acted a liaison for partnerships, influencers, and brands
- Strategized digital marketing campaigns and analyzed results. Cultivated awareness of key trends in the social media realm
- Conceptualized, scripted, and created original videos with viral reach & results

Purchasing Coordinator, Epic Brewing Company; Salt Lake City, UT — 2019-2020

- Procured all raw materials for three different brewery locations. Ensured that product inventory levels were met and maintained in conjunction with the production schedule

- Placed all PO's and worked directly with vendors to ensure prompt payment, delivery, and resolve any escalating issues
- Track and keep proper levels of stocked inventory across a multitude of warehouses and locations. Managed transfers between and within states
- Systematically entered all brewing and packaging data into internal systems. Tracked ingredients throughout the brewing process making sure resources were consumed and removed from inventory in real time

Office Administrator, Tencell; Salt Lake City, UT — 2017-2019

- Responsible for AP/AR, chasing suppliers for payment & timely delivery of product
- Facilitated all aspects of inventory from initial receiving to overall management and performing physical audits as needed
- Handled client orders from point of procurement to invoicing and shipping
- Managed large amounts of technical data in Excel Spreadsheets, checking accuracy and integrity of files and resolving errors

Social Media Manager, 21st Yoga; Salt Lake City, UT — 2018-2019

- Managed Facebook & Instagram pages for top-rated Yoga Studio in Salt Lake City
- Created original content for posts, email marketing campaigns, and technical writing as needed
- Engaged with an enthusiastic online audience, following up to questions and comments
- Attended events, classes, workshops and weekly staff meetings in order to obtain information, photos, and connect with the community

Guest Experience Manager, Uinta Brewing Company; Salt Lake City, UT — 2015-2017

- Acted as a Uinta beer expert and taught and motivated others to be experts
- Point person for tour training, brewery tours, and leading group/VIP tours
- Coordinated with the Marketing Department for content and special events
- Organized public/private occasions
- Managed the online and retail store, providing the community with unique and interesting products that represented the brand
- Consistently facilitating ideas to drive traffic and provide a top-notch experience to anyone who visited the brewery

Office Manager, Uinta Brewing Company; Salt Lake City, UT — 2013-2015

- Served as the main greeting point for all Uinta visitors and directed them accordingly
- Routed incoming phone calls to appropriate individuals, and addressed questions from distributors, clients and customers
- State, brand, and event licensing. Implemented and onboarded ShipCompliant software
- Assisted with varying administrative tasks, projects and work overflow from other staff
- Involved in event planning, community service outreach, and employee functions
- Worked with Marketing to create content and update company blog
- Sole source of communication for Consumer Feedback – resolved all issues, follow-up, logged

information and outcome of matter

Freelance Writer; Townsquare Media, NY — 2011-2012

- Wrote for a variety of channels within the company that featured six different categories of branded websites ranging from music and celebrity news, to humor and special interests
- Did live blogging in correlation with television shows (i.e. American Idol, The Voice)
- Most prominent as a writer for Guyspeed.com
- Worked flexibly within the company adapting voice for different projects, completing pieces in an allotted time frame which could often be fast deadlines, and collaborated with differing editors and coworkers

Education:

Master's in Clinical Mental Health Counseling (2013)

Goddard College, Plainfield VT

Bachelor of Science in Clinical Psychology (2007)

Keene State College, Keene NH

Skills: Well versed in both PC and Mac operating systems as well as Microsoft Word, Excel, PowerPoint, and Outlook. General knowledge of QuickBooks and extensive experience with writing, blogging, content development, and social media platforms. Beers have medaled at The International Beer/Cider Awards & World Beer Cup

References:

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LearningZen.com
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