

Douglas Jonathan Sharma

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Skills, Certifications, & Interests

Data Management: analysis, regression, visualization, content strategy, sales development

Creative Software: Final Cut Pro HD 5-10 Adobe Creative Suite, DVD Studio Pro, Final Stage, Compressor, AVID, Mudbox, AutoCAD

Technical Software: Microsoft SQL/Data Manipulation, Microsoft Office, HTML/Java, Ruby on Rails, Stella, Salesforce, Tableau,

Professional Communication: Digital/Broadcast/Print Advertising, Painting, Film Production, Green Awareness/Culture,

Culinary Arts, Social Media Marketing, Industrial Design, Marketing/Sales and Cold Calling,

Certifications: TAP Certified, ServSafe, Google AdWords Partner

Education

University of Chicago, Chicago IL

January 2018 - 2020

Master of Arts in Public Policy – Harris School of Policy, Food, Drug, & Environmental Policy

Carnegie Mellon University, Pittsburgh PA

May 2017

Bachelor of Arts in Social and Political History – Public Policy & Western Anthropological Studies

Minor: Fine Arts – Film & Media (Marketing Studies)

Art Institute of San Francisco, San Francisco, CA

June 2013

Business Management in Hospitality – Culinary Arts

Relevant Experience

JB for Illinois Governor Campaign – Chicago, IL & Miami, FL

July 2018 - December 2018

Field Organizer & Marketing Analyst – Performed 700+ phone, 200+ door, and 10+ event canvassing and recruiting attempts per week, worked on data input, analysis and regression, increased awareness of JB Pritzker’s initiative for Governor of Illinois 2018, organized and hosted 2 house events, and am proficient in Voter Activation Networking through VoteBuilder – can perform statistics analysis and regression, used ActiveCampaign for email blast projects – Successfully completed campaign for the Governor-Elect

DSCC Florida Recount Site Lead – Democratic Senate Campaign Committee Site Lead for the Coordinated Campaign Recount in the state of Florida. Recruited, trained, and shifted attorney, paralegal, accountant, and general observers to participate in the recount effort statewide. Organized 20 deputized ballot observers per team to manually recount votes for Senator Bill Nelson, Andrew Gillum for Governor, and Nikki Fried for Commissioner of Agriculture.

Smart Resources Temporary Agency – Chicago, IL

May 2017 - January 2018

Groupon – *Marketing Specialist* – Performed Website Management, utilized SalesForce Cloud Servicing and Support in HomeGoods and Beautification, updated 500+ websites per day, performed quality control through web content management)

North Health – *Patient Services* – Performed filing, scheduling, registration, data entry, patient management 2000+, utilized Microsoft Office, Excel, and SendGrid for email marketing and blast services

Public Interest Communications – Pittsburgh, PA

October 2016 - January 2017

Marketing Agent – Performed telemarketing and fundraising for non-profit and political organizations, 70+ cold calls per day, donor database management, identified and communicated donor patterns by demographic, location, age, and gender – applied budget codes to recognize data trends

Culinary Work – San Francisco, CA + Pittsburgh, PA

July 2014 - September 2016

SilverSkin Catering – Low Cost Catering to the Masses – *Coordinating Head Chef/Manager* (2 years), Associate Food Service Director – Performed inventory management, market strategy, creative and quality service assurance, recruitment/hiring strategy/onboarding, web content management, hypertext markup language coding and CSS for personal website (HTML), mailers, social calendars, utilized Microsoft Office, Excel, and ConstantContact for email marketing and blast services

Picnik – French Bistro & American Fusion Dining – *Line Cook* (Six Months American/German Fusion, Grill Master, Garde Manger)

Pallantia – Argentine Tapas and Latin Cuisine – *Line Cook/Prep Cook/Marketing Assistant* (Garde Manger, Grill Master)

Fabien Castanier Gallery – Los Angeles, CA

April 2011 - January 2012

Assistant Manager, Marketing Coordinator - controlled sales and pricing to both private and funded clientele and deal qualifier
Fine Arts Distributor/Collector – Performed physical installation and strategic buying consulting, often requiring research and archiving

Director of Social Media/Online Community Manager – Executed 500+ weekly updates including web content management, mailers, social calendars, utilized Microsoft Office, Excel, and ConstantContact for email marketing and blast services

WorleyParsons Group, Inc. – Pasadena, CA

October 2010 - April 2011

Marketing Coordinator/Videographer for Human Resources – Assisted in new employee processing and became monthly division newsletter creator, developed design specifications for web applications and inhouse marketing tools using hypertext markup language (HTML)

Onboarding & HR Recruitment Assistant – Performed business development, analytics, & email campaign management for 560 employees, utilized brand image maintenance while adhering to company strict company guidelines

Davis Elen Advertising (Internship) – Los Angeles, CA

May 2008 - August 2008

Media Buying/Planning, Development Operations Assistant – Assisted lead media editor in broadcast media department for McDonalds' Double Quarter Pounder Campaign, Assistant in food related marketing for McDonalds' Iced Coffee Campaign - created and quality-controlled historic reels in DVD Studio Pro, AVID and Final Cut (managed 3 McDonalds promotions throughout)

Black Sheep Entertainment – West Hollywood, CA

May 2007 - September 2007

Assistant in Managing – Storyboarding, editing, and assistant to the Director and Producer of Script Review

Environment California-Green Party Organization – Los Angeles, CA

May 2006 - September 2006

Group Leader – documentation and distribution of information regarding global warming and global health to the public, canvased for Al Gore's 'Truth' Averting Climate Crisis Campaign, performed guerilla marketing for environmental awareness

2006 Fresh and Smoked Productions, Inc., Hollywood, CA

May 2006 - September 2006

Film and Commercial Video Production – Assistant to producers of MTV's "Pimp My Ride" and advertisement for Power106's "Powerhouse Concert"

2005 Capitol Records, Inc., Los Angeles, CA

May 2005 - September 2005

Marketing and Communications Department – Updated websites of recording artists under Capitol Label

Organizations & Relevant Work

National Youth Leadership Conference - Member Since 2004

Kappa Delta Rho Fraternity - Member Since 2005

Green Peace America - Sustainable Farms Maintenance and Cleanup, San Francisco, CA

Teens Turning Green - Team Leader in Culinary Processes Youth Competition

Goodwill Industries - Donation Distributor and Fundraising Coordinator

Pittsburgh Film Makers - Image Capture Studies and Film Production

LuxEcoLiving - Food and Lifestyle Columnist and Web Contributor

Democratic Congressional Campaign Committee - Volunteer Fundraiser and Campaign Marketer

Pitt Health Innovation Competition 2016 - Team Placeholder in FitBit Product Pitch for Hospital Staff Use

History and Public Policy Competition 2010 – First Place Team in Re-conceptualizing Water Infrastructure in Failing Systems

20th Century U.S. Politics 2010 – Market Strategies and Capitalist Influence

Comparative Politics 2017 – Global Perspective Politics

Food/Famine – Anthropological Study in Global Food Production/Cultivation 2017

Advanced Studies in Social and Cultural History – Thesis: Religious Diaspora in Caribbean Culture 2010

CMUthink – Carnegie Mellon University Environmental and Ecological Organization Member

CMU Chicago – Chicago, IL based Alumni Professional Committee Member

Hyde Park Neighborhood Club – Volunteer in Gardening and Cooking Since 2018

APPAM – Association for Public Policy and Analysis Management Member 2019
