

Lenny Blumenthal

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Core Qualifications

Commitment to Customer Service – Salesforce Administration – Strong Command of Microsoft Office Suite – Clear Communication

Professional Summary

I am a top-performing data analyst with strong understanding of data structures and workflow processes, which improve organizational effectiveness and efficiency. Experienced in increasing operational scalability by analyzing, formatting and supporting large and complex data set imports to Salesforce. Worked across multiple departments as an intern for three innovative nonprofits that are making strides in international health. Interface with customers in a fast-paced environment to provide excellent customer service, in-person and with multi-line phone.

Experience

Information Technology and Impact Assessment Intern – 2/20/2016 – 5/20/2016

Splash International – Seattle, WA – Splash is an international non-profit organization that focuses on integrating water filtration systems, sanitation and hygiene facilities, and hygiene training programs within high population dense areas in seven countries focusing on kids.

- Leveraged Screen Steps to write step-by-step custom process, methodology, and workflow life-cycle tutorials to guide Salesforce user through training and daily task management and completion, as well as the creation, update, and deactivation of highly customized records.
- Analyzed, cleaned, and imported over 700 site records from an outdated and disconnected internal information tracking system to a new and highly customized Salesforce instance that will be integrated across all seven countries and HQ. The imported site record data improved monitoring and evaluation ability and provided the ground team with an implementation strategy to expedite clean water to kids.
- Downloaded, organized, and categorized 8,000 field images from individual image URLs by leveraging a custom Excel tool.
- Assisted with event planning and logistics for the 2016 World Water Day event that was held at Splash HQ

Fundraising and Operations Intern – 8/1/2015 – 2/15/2016

Nutrition & Education International – Los Angeles, CA – Nutrition & Education International is a non-profit that is establishing a self-sustainable soybean industry in Afghanistan through developing a soybean full value chain to assist poor families suffering from protein-energy malnutrition.

- Consolidated, cleaned and imported donor contact records from an outdated and disconnected internal information tracking system to a customized Salesforce instance that increased the ability to monitor donor contributions and maintain updated donor address list
- Scanned and archived MOUs partnered by the Afghanistan Ministry of Agriculture and private contractors.
- Exported mailing addresses from Salesforce, verified addresses using address verification app, and addressed newsletters.

Sales Associate – 8/1/2014 – 2/15/2015

At Battery Corporation – Los Angeles, CA – At Battery Corporation is a fast growing company focused on helping people obtain the best quality lowest priced batteries, battery charger and electronic accessories with an exceptionally high standard for customer service.

- Interface with customers to identify purchasing needs; recommend additional products or cost effective alternatives.
- Champion promotional items to increase sales revenue and actualize consultative sales techniques to achieve set sales goals.
- Consistently provided outstanding customer service by being attentive to each customer's needs and resolving issues in a timely manner.

Sous Chef – 2/10/2014 – 7/1/2015

Cedars Assisted Living – Los Angeles, CA – Cedars Assisted Living is committed to providing our residents with quality living that maintains high family values through a friendly and team oriented staff.

- Responsible for overall kitchen management including food ordering and budgeting.
- Maintains kitchen sanitation and safety standards, ensuring that all work/storage areas are clean, free of hazards and properly arranged.
- Prepares all food in accordance with the daily menu planner in a timely manner and assists with serving meals.

Grant Research and Writing Intern – 7/1/2013 – 2/10/2014

Global Water – Ventura, CA – Global Water is a volunteer based, international, non-profit humanitarian organization that focuses on providing safe water supplies, sanitation and hygiene facilities, and related health programs for rural villagers in developing countries.

- Leveraged advanced email marketing application to expand outreach to potential funding partners who share Global Water's values.
 - Provided support to Operations Director for proposal development and submission by reviewing proposals for completeness and adherence to guidelines and ensuring proposals are submitted in a timely manner.
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Education

Graduate Certificate (taken online), Water Conflict Management and Transformation, 2016. GPA 3.5/4.0
Oregon State University, Corvallis, OR

B.A., cum laude, International Relations, May 2013. Minor: Geography. GPA 3.6/4.0
San Francisco State University, San Francisco, CA

Technology Skills

Salesforce, Screen Steps, Outlook, Microsoft Office, Skype