# W. CLARK NEWELL

## Education

**Certified Scrum Master**
Six Sigma Global Institute, Jan 2023

**Certified Associate Project Manager**
Project Management Institute, Feb 2022

**Certified Web Developer**
Galvanize + Hack Reactor, July 2018

**Bachelor of Arts in Music, German**
University of Utah, July 2013

## Community

**Wasatch Trail Run Series Lead Ambassador**
Local trail running community, Apr 2025 - Current

**Timpanogos Hiking Co. Ambassador**
Local outdoor apparel + hiking group, Jun 2025 - Current

**F3: Fitness, Fellowship + Faith**
Local men's fitness community, Jun 2025 - Current

## Highlighted Experience

**Information Analyst - State of Utah Division of Technology Services**
Sep 2024 - Current

Resourceful administrative professional supporting senior IT leadership with expertise in project management, procurement compliance, and operational efficiency, consistently delivering measurable cost savings and process improvements.

- Direct special projects for multiple IT Directors, including hardware and software audits and process documentation, improving asset tracking accuracy.
- Optimize procurement of technology and supplies, ensuring compliance with state/federal regulations and safeguarding taxpayer funds.
- Orchestrate high-profile virtual meetings and events, leveraging Google Workspace and ServiceNow to enhance collaboration and efficiency.
- Lead the Business Operations Employee Satisfaction Committee as Chair and on the GOAT Leadership Team for DTS Culture of Excellence initiatives, boosting employee engagement.
- Currently launching a pilot program for non-enterprise software coordination in support of PC Lifecycle Management (PCLM) and Software Asset Management (SAM Pro) rollout to the statewide enterprise.
- Provide backup to the Software Licensing Team, working ServiceNow tickets and email requests as assigend.

**Full Stack Software Development Intern - Red Pepper Software**
Jan 2019 - Nov 2019

Collaborated in agile teams to deliver multi-client proprietary software solutions across diverse tech stacks.

- Customized Shopify, WordPress, and Magento templates to enhance e-commerce and CMS blog functionality.
- Built backend solutions using C#, ASP.NET, Entity Framework, and SQL.
- Developed frontend web and mobile apps with HTML, CSS, Sass, JavaScript, TypeScript, PHP, Razor, Xamarin.iOS, and Angular.
- Utilized Jira with scrum methodology to support QA, pair programming, code reviews, and full stack development.
- Managed multiple tickets on strict tempo timers, adapting quickly between programming languages and frameworks.

**Entrepreneur/Small E-commerce Business Owner - www.dry-peaks.com**
Sep 2022 - December 2025 (on hold)

Entrepreneur driving sustainable headwear design, online retail growth, and live event sales.

- Beginning with bandanas made of recycled plastic, direct the design, development, and sales of sustainable, moisture-wicking, sun-protectant sportswear via online channels and live events.
- Manage Shopify site customization, product listings, and e-commerce operations.
- Create original social media, blog content, and email marketing campaigns using Adobe Creative Suite.
- Produce prototypes, develop tech packs, coordinate manufacturing with designers/suppliers via Fiverr and Alibaba and oversee live sales events, business licensing, finances, taxes, and regulatory compliance.

**Project Coordinator + Administrative Assistant - University of Utah**
Dec 2007 - Jul 2014

Coordinated complex academic and research projects, securing multi-million-dollar grant funding and enhancing program visibility.

- Managed timelines, resources, and budgets to achieve departmental objectives in the Center for Engineering Innovation and Nanotechnology Institute of Utah.
- Coordinated multi-million-dollar interdisciplinary grant proposals to NIH, NSF, and DARPA, ensuring compliance with all requirements.
- Developed and maintained CMS websites via WordPress and Joomla; created social media and marketing materials to promote programs.
- Facilitated meetings, events, and cross-department communications between faculty, staff, and external partners.
- Oversaw administrative operations including purchasing, travel, and grant documentation in alignment with university policies.

## More Experience

**Customer Service Manager + Part-time Cashier - Kroger dba Smith's**
Sep 2018 - Current

Provide very friendly neighborhood grocery shopping experiences that uplift and delight customers. Oversee evening store operations as needed, ensuring smooth workflows, technology uptime, and exceptional customer service.

- As needed, manage all evening store functions, including staff coordination, closing procedures, and cash handling.
- Respond in real time to fluctuating business volume and resolve customer concerns in person and by phone.
- Maintain operability of checkout systems, including self-checkout robots and SmartSafe technology.
- Served as primary closing manager of an extremely high-volume marketplace superstore for 3 years.

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