



Nate Totushek

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Management

West Side Properties | *Philadelphia, PA*
Director of Operations

2012 - *present*
westsidephl.com

- **Management of all administrative operations**
Leasing and accounting; Coordinating maintenance, repairs and renovations
- **Execution of communications functions**
Public website and tenant portal; Maintaining listings, mailings
- **Design, Renovation, and Restoration**
Redesigning interior spaces, executing full renovation projects, including electrical design, tiling, finish carpentry, etc.



The SoundMind Project | *Philadelphia, PA*
Director of Development

2010 - 2016
soundmindproject.org

- **Management of all administrative operations**
Annual budget, funding acquisition, day-to-day functions, and personnel coordination
- **Execution of communications functions**
Copywriting, digital design and branding
- **Oversight of human resources**
Hiring and coordination of volunteers and staff



Digital Design

City Zoo | *Philadelphia, PA*
Project Lead

2015 - 2017
cityzoo.io

- **Brand and Marketing Strategy**
Digital Ads (Google, etc), A/B testing
- **User Experience / Interface and Web Design**
Sketch; Html5, css, and php; WordPress



Oblio Creative Labs LLC | *Philadelphia, PA*
Owner, Lead Designer

2010 - *present*
obliocreative.com

- **Business Operations Consulting**
Guiding businesses in transitions and strategies
- **User Experience / Interface and Web Design**
Html5, css, and php; WordPress and Drupal
- **Animation, Graphic Design and Video Production**
Adobe Software, 3D Modelling, Logo design



Teaching

Northfield Mount Hermon School | *Gill, MA*
Chemistry Teacher

2014 - 2015
nmhschool.org

- Interactive, technology-centered curricula
- Inquiry-based labs and expeditionary research
- Strong focus on data analysis and science writing
- Emphasis on design, engineering, and innovation

The Wheeler School | *Providence, RI*
Chemistry Teacher

2012 - 2014
wheelerschool.org

School One | *Providence, RI*
Chemistry, Algebra Teacher

2010 - 2012
school-one.org

NYC Department of Education | *Brooklyn, NY*
Biology, Earth Science Teacher

2008 - 2010
schools.nyc.gov

Education

Marlboro College | *Marlboro, VT*
BA | Biology, Animation

2003 - 2007
marlboro.edu

- Focus on perceptual learning and neuroplasticity
- Designed coursework and internships in lab science, visual communication and education

Skills

- **Building renovation and repair**
Planning, electrical, plumbing, and carpentry
- **Property management and Hospitality**
Contract creation and tenant oversight
- **Sales and marketing**
Customer interaction and brand design
- **Writing and editing**
Online content and editing scientific writing
- **Computer and software proficiencies**
Administrative and digital design software
 - Adobe Creative (Illustrator, Photoshop, Premiere, InDesign, etc), Sketch, Html5, css, Java, Wordpress, Google Apps, Adwords, Sketchup Microsoft Word, Microsoft Excel