

OSTAVEEYA M. TYE

Milwaukee, WI 53211 | (414) 339-5112 | ostaveeya@ojlaenterprise.com

Professional Summary

Innovator and entrepreneur with 3 years in business leadership. Experienced in all aspects of business formation, operation, finance, and management. Visionary entrepreneur with deep education in research and analytics. Effective communicator and motivator who identifies and leverages assets in teammates to reach organizational goals. Relentless optimist who believes there is no failure, only feedback.

Skills

- **Public Relations and Communication:** Excellence in written and verbal communication, public speaking and negotiating
- **Problem Solving, Teaching, Coaching, and Process Improvement**
- **Purveyor of Mentorship, Volunteerism, and Civic Engagement**
- **Fundraising:** Deck development, financial analysis, financial planning, budgeting, sales and negotiation
- **Organizational strategy, policy and procedure development**
- **Strategic market development and growth, including communications planning, writing, design and distribution**
- **Analytics and Reporting** throughout traditional and digital media
- **Employee Relations:** Best practices for hiring and firing, employment issues and legal solutions
- **Business Development:** Contract and deal creation, sales and strategic partnership negotiation
- **Technology and Design Proficient:** Full adobe creative suite; HTML/JAVA

Work History

Co-Founder

TruCannaBliss & Orenda – Milwaukee, WI

12/2018 to Current

- Direct all organizational operations, policies, and objectives to maximize productivity and returns.
- Analyze complex scenarios and use creative problem-solving to turn challenges into profitable opportunities.
- Interview, appoint, train, and assign responsibilities to department managers.
- Monitor cost-effectiveness of operations and personnel using quantitative data, offering feedback and making cuts where necessary
- Coordinate and approve budgets for product development, marketing, overhead, and growth.

Field Compensation And Sales Reporting Processor

Northwestern Mutual Life Insurance Company – Milwaukee, WI

10/2018 to Current

- IPS Statement retrieval process
- VCL/TFCL process of V-freeze report
- Process straightforward and procedural casework.

Compensation Intern

Milwaukee Electric Tool Corporation – Brookfield, WI

06/2018 to 08/2018

- Reviewed of job descriptions, pay structure, internal value, competitive market data, non-monetary rewards and benefits.
- Provided recommendations for updating staff compensation and incentive plans.
- Participated in requirements meetings and data mapping sessions to understand business needs.

Administrative Coordinator

Council of Occupational Hearing – Milwaukee, WI

06/2016 to 06/2018

- Implemented database integration with learning management system.
- Developed, produced and analyzed financial statements for client.
- Budgeted active and proposed projects by accurately determining pricing, margins and risk factors.
- Provided statistical and budget reports.
- Managed filing systems for electronic and hard copy documents to keep organized records.

People Operations Intern

Four Winds Interactive LLC – Denver, CO

06/2017 to 08/2017

- Coordinated statistical data analysis, design, and information flow.
- Analyzed and modified benefits policies to establish competitive programs and ensure compliance with legal requirements.
- Utilized social media advantageously for free and persuasive recruitment.
- Conducted research to prepare, gather and proof briefing materials, agendas and decks for all executive-level meetings.

Bachelor of Science: Economics 2019
University Of Wisconsin - Milwaukee - Milwaukee, WI

Certificate: Customer Analytics 2018
University of Pennsylvania - Philadelphia, PA
License L2VQ8JVPBP3R

Additional Information

References available upon request.