

## **Anne Yazdani, IT & Office Operations Manager**

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Synapse Energy Economics | 485 Massachusetts Avenue, Suite 3 | Cambridge, MA 02139 | 617-453-7035  
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### **PROFESSIONAL EXPERIENCE**

**Synapse Energy Economics Inc.**, Cambridge, MA. *IT & Office Operations Manager*, June 2024 – Present.

- Bridges the gap between business and technology departments
- Acts as administrator for the business software applications
- Collaborates with IT and application vendors to resolve technical issues
- Evaluates existing frameworks and collaborates across departments to optimize the technological landscape and enhance the overall business performance

**Raytheon**, Marlboro, MA. *Electrical Engineer*, 2004 – 2006.

- Laboratory integration and test of satellite communications circuit boards.
- Debugging RF boards to identify issues; tasking rework and confirming correct functionality
- Maintained corresponding documentation for boards
- Built on foundational engineering skills needed at a Defense contractor

**Draper**, Cambridge, MA. *Electrical Engineer*, 2001 – 2004.

- Supported Inertial Momentum Unit (IMU) development for UAVs and other applications.
- Learned VHDL hardware programming language and schematic capture for board design in support of development efforts.
- Documented functionality and created program master binder.
- Developed professional presentation and technical skills

### **EDUCATION**

**Thayer School of Engineering at Dartmouth College**, Hanover, NH  
Bachelor of Engineering, 2001

**Bates College**, Lewiston, ME  
Bachelor of Science, 2000

*Resume updated June 2024*