

# Bolormaa Altangerel

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## EDUCATION

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**Seattle University, Albers School of Business and Economics**

**August 2024**

*Master of Business Administration*

*Seattle, WA*

- Dean's Honor List; SU Graduate Scholarship recipient; 3.6/4.0 GPA
- Cohort member of Possible, a tech acceleration program

**National University of Mongolia**

**June 2017**

*Bachelor of Social and Cultural Anthropology*

*Ulaanbaatar, Mongolia*

## WORK EXPERIENCE

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**Online Boutique**

**Dec 2023 – Present**

*Founder*

*Seattle, WA*

- Designed and implemented Shopify online store in 3 weeks.
- Developed and launched marketing campaigns on Google Ads and TikTok Shop, resulting in a 15% increase in brand visibility and engagement.
- Forged key partnerships with 6 wholesale vendors.
- Collaborated with 2 TikTok influencers, reaching a combined audience of 160'000 users.

**Bayan Alag Nuur LLC**

**May 2018 — May 2021**

*Import Manager*

*Ulaanbaatar, Mongolia*

- Developed a long-term relationship with 9 international and 12 local suppliers, expanding the inventory and increasing the sales by \$68'000.
- Implemented a centralized online database for supplier and vendor management, reducing information retrieval time by 33% and improving data accuracy based on internal surveys.
- Maintained on-time delivery rate and reduced damage claims by 5% through effective communication and collaboration with clients and suppliers regarding logistical aspects.
- Leveraged market research to identify 3 new trending product lines, contributing to an 11% increase in annual sales revenue.

**Bayan Alag Nuur LLC**

**Dec 2017 — May 2018**

*Wholesale Assistant Manager*

*Ulaanbaatar, Mongolia*

- Implemented a cloud-based tracking system for vendor and supplier coordination, reducing 20 minutes in average order processing time.
- Created a customer database through monthly surveys to analyze the market demand and purchase behavior, expanding the inventory and increasing the sales by 8%.
- Conducted weekly meetings with 19 internal and external team members, addressing operational issues and implementing effective solutions.
- Maintained accurate inventory records and reported to the general manager every month.

## CERTIFICATIONS, SKILLS & INTERESTS

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- **Certifications:** Microsoft Excel Associate (Office 2019); Build Your Own Chatbot (IBM)
- **Skills:** Logistics; E-commerce development; Conduct research; Pivot Table; Chatbot development; MS Office programs
- **Interests:** coupons; road trips; chatbot designing; fasting; reddit; *The Office*; *Breaking Bad*

