

ISAAC MITCHELL

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Takes problems and solves them. Business Entrepreneurship graduate (3.98 GPA), Computer Science minor, seeking an operations role at an early-stage company.

EXPERIENCE

AUG 2024 – PRESENT

University of St. Thomas | Instrument & Facilities Logistics

- Identified fragmented tracking (3 spreadsheets, paper forms) causing lost inventory; proposed and led fix
- Built self-sustaining Excel system, no macros, no third-party tools, that auto-updates location and status from a single log
- ~450 lockers and 170+ instruments across 3 rooms, 2 buildings
- Designed system for handoff to non-technical staff, ensuring system outlives my employment

NOV 2018 – OCT 2025

College Bound Landscaping | Owner and Operator

- 2x revenue from 2024 to 2025 through word-of-mouth referrals
- Managed end-to-end operations – client relations, scheduling, budgeting
- Built reputation for reliability and attention to detail

JUNE 2023 – MARCH 2024

Renovation of Investment Property (family-financed via home-equity loan)

- Estimated and managed a \$40k budget and timeline for a full property renovation
- Scheduled and sequenced tasks around deliveries, availability, and weather, adapting the plan as constraints shifted
- Delivered a renovation that generated \$60k profit on \$120k invested, ~50% return

EDUCATION | UNIVERSITY OF ST. THOMAS

Bachelor of Science: Business Entrepreneurship

Minor: Computer Science

- St. Thomas Band: Symphonic Wind Ensemble, Trumpet

PROJECTS

Cabin Property Management Venture Concept – gALPHA / ENTR 370

- Developed a concept for a concierge service giving cabin owners a single point of contact for all property needs; pitched to investors and community members after a month-long university-sponsored pre-accelerator (gALPHA)
- Built out the business model in a later entrepreneurship course (ENTR 370), including a 5-year, three-statement financial model (revenue, expenses, cash flow)

SKILLS

- Systems & Process Design
- Budgeting & Financial Tracking
- Client & Vendor Relations
- Attention to Detail
- AI-Assisted Development (Claude Code, OpenClaw)

INTERESTS

- Construction & Renovation
- Computers
- Disc Golf
- Building Apps
- Fixing Things
- Film Photography