

RYAN C. TATE

AI Operations & Workflow Architect | Operations & AI Strategy

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My Portfolio: <https://ryancstateportfolio.com/>

Summary

Results-driven AI Operations professional specializing in architecting Claude-powered systems that compress analysis cycles and automate complex communication workflows. Skilled in API integration, agent development, and workflow automation with a proven track record of implementing scalable, sustainable AI solutions that drive measurable ROI and organizational change management.

CORE CAPABILITIES

- | | |
|------------------------|------------------------------|
| ▶ AI Agent Development | ▶ Analytics & Dashboards |
| ▶ Prompt Engineering | ▶ Research Synthesis |
| ▶ Workflow Automation | ▶ Operational Strategy |
| ▶ LLM Tool Development | ▶ Stakeholder Communications |

EXPERIENCE

ON MY WAY CONSULTING | Berkeley, CA Apr 2026 – Present

AI Operations Lead (Consultant)

- Engineered a Claude API email automation agent with full API integration that processed 50+ unique client communication streams, reducing manual drafting time by ~92% and accelerating client response cycles across junior and senior year milestones.
- Directed a 5-phase communications modernization initiative using an Agile delivery approach: workflow audit, template library, handout redesign, AI drafting build-out, and cadence-linked automation sequences.
- Overhauled the monthly email cadence into a consolidated weekly newsletter format, eliminating redundant sends and improving information architecture for client families.
- Built reusable prompt architecture and agent scaffolding enabling non-technical staff to operate the AI system with minimal friction, supporting sustainable scalability.

OPTIONALITY | San Jose, CA May 2025 – Present

Operations & Digital Strategy Associate

- Engineered AI-assisted research and reporting workflows that compressed analysis cycles and accelerated publishing cadence, delivering high-leverage ROI in insight delivery speed to Co-Founders.
- Architected a suite of LLM-powered internal tools, including an ATS resume scanner and competitive intelligence dashboards, driving operational scalability across the Optionality ecosystem.
- Developed multi-platform analytical dashboards (Substack, Beehiiv, YouTube Shorts) to track engagement KPIs and surface distribution trends, contributing to 790% viewership growth.

ILLUMINAID | Chico, CA Sep 2024 – Dec 2024

Program Intern

- Spearheaded systematic literature reviews on behavior change interventions, synthesizing findings into evidence-based reports for executive leadership.
- Translated complex academic research into implementation-ready insights across public health, education, and community development sectors.

TOOLS & TECHNOLOGY

AI Stack: **Anthropic Claude API, Claude Code, Gemini, ChatGPT, Perplexity, Google Canvas, Caffeine**

Analytics & Data Visualization: KPI dashboards, trend analysis, performance reporting, competitive intelligence, Google Sheet

Development & Infrastructure: API integration, JSON, Next.js, Supabase, Vercel, Clerk, Stripe, GitHub, Google Workspace

Methodologies: Agile, SDLC, process improvement, workflow automation, change management, stakeholder communications

EDUCATION

BA, International Relations — Minor in Economics 2020 – 2024

California State University, Chico

AWARDS

Dean's Honors List Fall Semester 2024

California State University, Chico — GPA ≥ 3.5 while completing ≥ 12 units

Position Paper Award 2024

Northwest Model United Nations — Excellence in research, negotiation, and strategic policy development