

Alivia Thomas

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Experience

University of Washington's Full-stack Developer Coding Bootcamp

University of Washington

Mar 2023 - Present (3 months)

A 12-week-intensive program focused on gaining technical programming skills in MERN Stack Development(Bootstrap · MySQL · Express.js · Git · HTML · Model-View-Controller (MVC) · Object-Relational Mapping (ORM) · Object-Oriented Programming (OOP) · GitHub · jQuery · Back-End Web Development · MongoDB · SQL · Front-End Development · Handlebars.js · Node.js · React.js · HTML5 · JavaScript · Cascading Style Sheets (CSS))

Administrative Assistant

Enterprise Holdings

Jul 2022 - Mar 2023 (9 months)

Administrative Representative

Enterprise Holdings

Nov 2021 - Jul 2022 (9 months)

Customer experience representative

Enterprise Holdings

Sep 2021 - Nov 2021 (3 months)

Senior Customer Service Representative

Enterprise Holdings

Jun 2021 - Sep 2021 (4 months)

Laundry Attendant

New Orleans gateway inns and suites

Sep 2020 - Mar 2021 (7 months)

Ground Crew Manager

HELI CO. NEW ORLEANS

Nov 2018 - Aug 2020 (1 year 10 months)

-KNEW Airport security clearance

- Contact FAA for helipad clearance for large Mercedes-Super Dome events

- Manage contracts for events between regional New Orleans airport jurisdiction and Super Dome security
- Verify individual liability contracts are digitally signed prior to boarding the tour
- Verbally explain FAA safety regulations in a digestible manner to customers
- Read METAR/TAF reports to ensure daily safe operations
- Monitor seasonal airspace flight-restriction changes ahead of weekly operation opening
- Reach out to local events and festivals for viable large, weekend-long contracts
- Outreach to local influencers
- Set up and maintain landing zones and mobile POS systems for “away-from-base” events
- Communicate with air traffic control and pilots for dispatching
- Schedule fuel trucks during scheduled breaks in tours
- Advanced MS suite usage for expense and data logging
- Schedule monthly Zoom conferences with Lake Superior Helicopters School
- Assist customers checking in and reserving flights
- explain available tours and assist in analyzing and exceeding their expectations
- Update tours on website and rotate photos for upcoming specials and holidays
- take photos for social media and edit with adobe
- Update social media accounts daily to grow social engagement



Receptionist

Premier / Magazine Nail Bar

May 2017 - Oct 2019 (2 years 6 months)

- Assist Customers, book appointments, and check out customers
- count cash at beginning and end of shifts and other transactions
- bring requested drinks to customers
- prep clients for technicians to ensure punctual work and minimize wait times

Education



University of Washington

Certificate - Full-stack Developer Coding Bootcamp, Computer Programming

Mar 2023 - Jun 2023

Skills

Web Applications • User Experience (UX) • Document Object Model (DOM) • User Interface Design • Web Development • Software Testing • Debugging • Computer Science • Code Review • Operations Management