

Lisa Fernandes

London, W5

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Personal Profile

Past: I am a Business Graduate transitioning into tech. My desire for learning Software Development initiated last year, when, I had the opportunity to complete a 5 Day Coding Challenge online with Code Institute. To set the path to a career in technology, I then completed a Level 2 in Digital Skills. During this course I was able to gain valuable technical and practical skills.

Present: This then urged me to enrol on to a 12-week intensive Software Development Bootcamp. Here I was able to learn and understand the functioning of various programming languages. I relished my time there and got to know that Tech was a profession that I am zealous to proceed with.

Future: With the positivity and problem-solving skills that I possess, I am anxiously looking forward in upgrading my tech skills and taking it to the next level by joining an apprenticeship program. I believe this will enable me to learn and build confidence to begin work as a Junior Software Developer.

Education and IT Training

05/2024-Present Level - 3	Just IT Training Ltd, London Digital Skills Bootcamp: Software Development A twelve-week intensive bootcamp covering the fundamentals of Web and Software development.
11/2023-12/2023 Level - 2	Just IT Training Ltd, London Digital Skills A five-week course covering the valuable and practical skills, that sets the path to a career in technology.
07/2008-06/2011 RQF Level - 6	Don Bosco College, Panaji, Goa -India Bachelor of Business Administration
06/2006-04/2008 A - Level	Santa Cruz Higher Secondary School, Santa Cruz, Goa - India
Completed 2006 GCSE	People's High School, Panaji, Goa - India

IT Skills

Software Development Skills:

Web Technology: Front – End Languages: HTML5, CSS3, JavaScript, Python

Core Programming Languages: HTML5, CSS3, JavaScript

Projects: I have coded couple of websites.

Digital Skills:

Cyber, Programming, Digital Skills, IT Technical Support, Software Presentation & Spreadsheets, Networking.

Employment History

12/2016-06/2017

**Avery Healthcare- Birchwood Grange Care Home - Harrow
Bank Sales Receptionist**

- Greetings clients and people who visited the home.
- Completing the enquiry management system.
- Provided information of the home to the customers by giving them a tour of the home and explaining how each ward functions.
- Providing clerical support to the Manager and Staff.
- Making and attending telephone calls and diverting the calls to necessary department.
- Updating the resident's daily sheet in Microsoft Excel.

01/2015-01/2016

**Fernandes General Store - Panaji, Goa - India
Customer Service**

- Serving customers in a cheerful manner.
- Made and received payment from customers and wholesalers.
- Was involved in packaging of perishable items, stocking and arranging of goods in the shelves. Placing and receiving orders for new and finished goods.
- Maintained the accounts of the store.

07/2013-01/2015

**The Church of Jesus Christ of Latter-day Saints - South India
Volunteer Representative**

- Provided training to new volunteers.
- Helped facilitate meetings and created progress reports for 15 to 20 volunteers.
- Provided counselling to people of different age groups and helping them find solutions to their problems.
- Created hourly schedule and set numerical goals.

09/2012-05/2013

**Sethu - Child Development and Family Guidance - Panaji, Goa-India
Front Office Receptionist**

- Managed Administration, attended to telephone calls, attended to and made appointments for clients.
- Performed Secretarial services and maintained & entered clinical records/registers & data in the books & MIS system.
- Maintained patients accounts.
- Ensured neatness and cleanliness of the reception area.
- Handled cash, deposited cash at the bank and did all the bill payments.

06/2011-04/2012

**Sethu - Child Development and Family Guidance - Panaji, Goa-India
Front Office Receptionist**

- Explaining the various products through telephone and face to face visits.
- Giving presentations to clients, informed donors on how their money was being spent.
- Took part in organising and planning meetings with other members of the fundraising team, setting goals and achieved them.
- Made sales for the company of worth 30,000 in Indian rupees in one month's time.

Interests and Achievements

Computing: During my spare time I like to browse the internet and look up for something specific or search for things that I am passionate about. This helps me learn something new every day. I also help my family and friend as and when they need help with technical support and troubleshooting.

Hobbies: I enjoy cooking, cleaning, solving puzzles especially word search and jigsaw puzzles. I also like building Legos.

References available upon request