

# Alexandra Haderer

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Entry level software developer and recent LaunchCode LC101 graduate with a genuine enthusiasm for problem-solving. Aptitude for quickly learning and retaining software. Capacity to work independently and collaboratively while promoting a constructive and productive environment.

## SKILLS

**Languages:** Experience with Java, Python, HTML, CSS, SQL

**Developer Tools:** Spring Boot, Hibernate, Thymeleaf, Flask, Jinja2, Django, MySQL, PHPMyAdmin

**Applications:** Git Bash, Visual Studio Code, IntelliJ IDEA

**Additional:** MS Office Suite, Adobe Photoshop, Aderant Total Office, SugarCRM, Sage ACT!

## EXPERIENCE

### Maune Raichle Hartley French & Mudd

#### Executive Assistant

**Saint Louis, MO**

MAR 2015 - PRESENT

Discreet handling of confidential information while emphasizing a high level of integrity. Detailed coordination of extensive travel, with regular and precise reconciliation of travel expenditures, and timely submission of expense reports.

### Braverman-Terry-Oei Eye Associates

#### Administrative Assistant & Surgical Coordinator

**San Antonio, TX**

JAN 2013 - MAR 2015

Served as point of contact for high-volume clinic patients through prompt and accurate management of all calls and inquiries. Maintained HIPAA compliance through deft utilization of clinic software. Counseled patients on available surgical options. Updated and redesigned surgical literature and clinic forms.

### Clay Casa

#### Assistant Manager & Web Developer

**San Antonio, TX**

JAN 2011 - DEC 2012

Increased client base and renewed company's online presence with redevelopment of website. Assisted and marketed to clients through deep understanding of products, services, and promotions. Trained and supervised newly hired staff.

## EDUCATION

### The University of Texas San Antonio

B.A. Geography, minor Anthropology  
Honor Roll 2008-2010

**San Antonio, TX**

AUG 2005 - MAY 2010

### LaunchCode

LC101 - Certificate of Completion, Full stack web development fundamentals

**Saint Louis, MO**

JULY 2017 - DEC 2017

### LaunchCode

Liftoff - Development of personal project, career modules

**Saint Louis, MO**

JAN 2018 - PRESENT