

SKILLS HTML5, CSS3, Javascript, JQuery, Bootstrap, Responsive web Design (media queries), Cross-browser Compatibility, Github, Google Analytics, Basic SEO

PROJECTS

Quote Generator - HTML5, CSS3, Bootstrap, Vanilla Javascript

Local Weather Display - HTML5, CSS3, Bootstrap, Vanilla Javascript, API's

Wikipedia Searcher - HTML5, CSS3, Javascript, API's, JQuery

Twitch Video Channel Checker - HTML5, CSS3, Bootstrap, Javascript, API's, JQuery

BODMAS Calculator - HTML5, CSS3, Bootstrap, Vanilla Javascript

Tic Tac Toe Game - HTML5, CSS3, Bootstrap, Javascript, JQuery

Pomodoro Productivity Timer - HTML5, CSS3, Bootstrap, Vanilla Javascript

Simon Memory Game - HTML5, CSS3, Vanilla Javascript

EDUCATION **FREE CODE CAMP – FRONT END DEVELOPMENT CERTIFICATE**

Ongoing – projects from portfolio are from this course. Sections completed:

HTML5 and CSS	Responsive Design with Bootstrap	Jquery
Basic Front End Development Projects	Basic Javascript	Object Oriented and Functional Programming
Basic Algorithm Scripting	JSON APIs and AJAX	Intermediate Front End Development Projects
Advanced Front End Development Projects		

JAVASCRIPT: UNDERSTANDING THE WEIRD PARTS – UDEMY

Deeper understanding of Javascript. Ongoing.

BUILD RESPONSIVE REAL WORLD WEBSITES WITH HTML5 AND CSS3 ONLINE COURSE - UDEMY

HTML5, CSS3, JQuery, Javascript Plugins, Basic SEO, Google Analytics

BACHELOR OF PROPERTY ECONOMICS, UNIVERSITY OF TECHNOLOGY SYDNEY

Coursework includes Investment Analysis, Commercial and Residential Valuation, Construction Law, Accounting, Development Management.

INTERNATIONAL BUSINESS, BERLIN UNIVERSITY OF ENGINEERING AND ECONOMICS

A semester on exchange in Berlin, Germany through the Property Economics degree. Coursework including, International Economics and Project Management.

SMITH'S HILL SELECTIVE HIGH, WOLLONGONG

Subjects including Extension 1 Maths, Advanced English, Physics, Chemistry and Business Studies. Peer Support Leader

PROPERTY BACKGROUND

COMPLIANCE ASSISTANT, WHELAN PROPERTY GROUP

Strata Management

April 2016 – August 2016

- **Fire** – organising inspections, liaise with executive committee, obtaining quotes, issuing work orders, collaborate with council.
- **Insurance** – obtaining certificate of currencies, updating system including valuations and policies, responding to general enquiries.
- **Plant Equipment** – Directing safety review, organising annual renewal documents.
- **Pool Compliance.** – Distributing pool compliance certificates.
- **Archivist** – Boxing and cataloguing of documents from new schemes.
- **Reception Relief** – General reception duties.
- **Managing almost 600 schemes with some properties with more than 200 lots.**

RESIDENT ASSISTANT, URBANEST

Student Accommodation

February 2014 – February 2015

- **Lease Preparation** – compiling and editing leases, preparing welcome packs.
- **Front Desk Duties** – managing sales enquiries, assisting with tenants.
- **Room Allocation** - organising bookings.
- **Liaising with Tenants** - chasing debtors, organising maintenance.
- **Organising and Hosting Events,** - cooking BBQ's, running trivia night.
- **An emergency point of contact for facility problems and social misconducts.**

OFFICE CLERK, EASTVIEW COMMERCIAL

Commercial Project Management

September – December 2010

- **Tender Analysis** – comparing bids for fit outs.
- **Contract Compilation** – editing and refining contracts.
- **Invoicing** – sending invoices to clients and organising records.
- **Detecting Defects** – site inspections.

General Office Duties – photocopying, answering phone, errands.

REFEREES

Upon Request