

# Audrey Davis

## UX/UI - Front End Developer

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### Audrey Davis

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**Github:** <https://github.com/Audrav07>  
**Portfolio:** <http://audreydavis.netlify.com/>

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### Skills

Adobe Photoshop, Adobe Lightroom, Adobe Premiere Pro, HTML & CSS, JavaScript & jQuery, Node.js, MongoDB, React, Git, Customer Service, Management Web, Programmer Interface, Design Networking, Marketing, Team work, Bank Reconciliation, Editorial.

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### Experience

#### Osborn Medical Corporation / Office Manager

February 2014 - Present, Centennial, CO

- Assist with monthly bank reconciliation to correct any discrepancies
- Process incoming and outgoing orders
- Design flyers, edit website layout, write blog posts and maintain social media platforms
- Help guide the consulting team to build a new website and API which increased sales
- Efficiently use automotive machinery to produce the material for the products

#### Myocarditis Foundation / Communications Manager

May 2014 - December 2014, Denver, CO

- Implement and manage social media platforms
- Monitor social media trends tools and applications and apply knowledge to engage viewers
- Manage timelines/itineraries and serve as a liaison with partners on event-related matters

#### Party Singers / Office Assistant

October-2013 - December 2013, Denver, CO

- Create contracts for clients and scheduled rehearsals for singers in New York and Denver
- Monitor social media accounts and blog
- Maintain general flow of office operations. Examples: emailing clients and singers, answering phones and assisting at gigs

#### Denver Center for the Performing Art / Marketing and PR Intern

July 2013 - December 2013, Denver, CO

- Write COPY for marketing campaigns (direct mail and email) and formatted Braille print programs
- Assist in updating marketing campaigns and recaps
- Conduct research for marketing and OFF CENTER
- Provide administrative support to the Marketing department

## **Modern Luxury Hawaii / Editorial Intern**

September 2012 - May 2013, Honolulu, HI

- Fact-checking and proofing in the field of research
- Edit/write calendar or listings and various writing assignments
- Assist in company events and photoshoots

## **Internship & Cultural Experience Program at Konkuk University**

July 2012 - July 2013 Seoul, South Korea

- Taught college students how to read, write, and speak English
  - Provide guidance and support to students
  - Attend workshops to improve teaching skills
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## **Freelance**

### **OfficeSpace-404**

#### **GeoFirm**

April-2018-May 2018 Denver, CO

- OfficeSpace is an application that makes it easy for businesses to manage their clients and securely send and receive large documents.
- Front-end: ReactJS and Reactstrap.
- Back-end: Node.js, AWS, nodemailer, mongoDB, mongoose, and express.

### **Bootcampspot-V3**

February-2018-March 5 2018 Denver, CO

- Bootcampspot-V3 is a redesigned website from Bootcampspot-V2. Our goal was to create a more efficient way students can access the resources needed to complete the course such as attendance, classes, turning in homework, and connecting to slack.

## **Rain**

### **Veeno -Github Repository**

December 2017-January 2018 Denver, CO

- Technologies used: HTML, CSS, Bootstrap, Javascript, jQuery, RESTful API's (Google Maps API, Wine API) to create our Wine APP, Veeno
- Back-end: Using RESTful API's (Google Maps API) to pick up the nearest wine location in the consumers area
- Front-end: Bootstrap, HTML, and CSS to make a clean page experience.

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## Education

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### University of Denver Coding Boot Camp / Full Stack Web Developer

October 2017 - April 2018, Denver, CO

Learned front end and back end skills needed to become a full stack developer.

### University of Hawaii at Manoa / Communications

August 2009 - June 2013 Honolulu, HI

Graduated with a BA in Communications with an emphasis in Public Relations.

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