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GitHub: <https://blasteriskvon.github.io/Bootstrap-Portfolio/>

Education:

University of North Carolina at Charlotte Coding Bootcamp Charlotte, NC
Studied programming languages and libraries of web development and database processing, including HTML, CSS, Javascript, Bootstrap.css, Node.js, jQuery and MySQL.
Completed several projects using skills obtained in the course.

September 2019

University of North Carolina at Chapel Hill Chapel Hill, NC
GPA: 3.1
Degree: Bachelor's
Major: Mathematics Graduated in December 2017

Work Experience:

QC Data Charlotte, NC
Technical Drafter November 2018 to Current

- Performed accurate mechanical or manual updates/additions of new data to client records via project specific software and applications on all simple and some medium complexity work content on a daily basis.
- Became proficient in utilization of project specific CAD software and associated applications as quickly as possible.
- Gained proficiency in all project QA Tools and resolution of QA errors as required.
- Incorporated quality feedback into daily production processes to ensure high quality work output.
- Identified problems on Source Material and informs appropriate project members of assistance in their resolution as required.
- Developed ongoing proficiency on assigned hardware/software; participated in applicable training programs to acquire knowledge of applicable specifications and procedures.

Robert Half International Charlotte, NC
Compliance Consultant January 2018 to June 2018

- Assigned to investigate borrower accounts to ensure customer information is complete and accurate.
- Tasked with overseeing borrower profiles and offering recommendation/adjustments in order to reach a final resolution.
- Performed detailed account analyses to identify anomalies and other inconsistencies Utilized on the job training skills to navigate within the various Company systems extracting data used for issue validation.
- Assigned responsibility to validate over 110,000 customer accounts to ensure the remediation efforts adhered to Company policy.
- Partnered with other team members to develop a comprehensive spreadsheet to support quality control.
- Assigned responsibility to review other team members' work and performed other peer reviews.

Department of Religious Studies Chapel Hill, NC
Office Assistant January 2016 to December 2017

- Scanned copies of classwork and documents for department staff.
- Assisted coworkers and other staff members with ad hoc tasks.
- Assisted in events performed by the Religious Studies department.

Skills:

- Microsoft Word
- Microsoft Excel - Pivot Tables, Pivot Charts, Data Tables, VLOOKUP
- VBA (Visual Basic for Applications)
- MySQL
- HTML
- CSS - Bootstrap
- Javascript – jQuery, Node, React
- MongoDB