

Shanayah Braithwaite

19535 Transhire Road Montgomery Village, MD 20086
shanayah.braithwaite@gmail.com | 240-671-6914
Portfolio: <https://braithwaites.github.io/PortfolioSB/>

Objective	To obtain a position that will allow me to utilize my various skills to acquire new knowledge and experiences that will assist me in my career goals.
------------------	---

Education	GW Coding Bootcamp , Arlington, Virginia	Grad Date 2019
	Coding Certificate	

	Hood College , Frederick, Maryland	Grad Date 2017
	B.A. Communications - Concentration in Digital Media	
	Minor in Web Development	

Related Coursework

Web Development I & II, Applied Computer Graphics, Usability Engineering/Web Development, Web Development Practicum, Computer Science I & II, Graphics I, II, and III, Visual Media I and II

Volunteer Frederick – Senior Project	Spring 2017
Co- designed, implemented, and utilized Drupal to create a website for volunteers and organizations seeking volunteers	

Relevant Skills

Web Development and Computer Programming

- HTML coding, CSS, JavaScript, Bootstrap, jQuery, Git, Heroku, API's & AJAX, Node.js, React.js, Materialize. css, Firebase, MongoDB, Handlebars, and MySQL

Visual Media

- Adobe Illustrator, InDesign, Photoshop, Premier Pro, and Photography

Internship Experience

3 Roads Communications , Frederick, MD	August 2016-December 2016
Video Production Intern	

- Transcribed videos for various projects
- Assisted as a production assistant on a video shoot
- Used Adobe Premiere Pro to sync videos with the corresponding audio and pulled sound bites
- Helped transport equipment and set up equipment for various shoots

Work Experience

Ivymount School , Rockville, MD	August 2013 – Present
1:1 ABA Instructor	

- Implement Student Behavior Intervention Plans (BIP)
- Double case manage students
- Provide direct student supervision and support during educational activities
- Ensure needed materials are prepared in advance
- Collect and graph data daily for target behaviors and other related documents
- Create, maintain, and organize student's materials and work area

Arclight Cinemas, Bethesda, MD
Full Operations Lead

April 2018 – Present

- Delegated staff members throughout shifts to guarantee a smooth and efficient work flow
- Supervised and advised area leads on how to efficiently manage crew members
- Restocked concessions products frequently for staff members
- Operated a cashier register during huge amounts of attendance by customers
- Effectively handled guest issues and complaints in a timely manner
- Lead, motivate, and support staff members
- Responsible for creating daily schedules
- Worked directly with managers in order to accomplish daily goals to improve business
- Responsible for delegating crew member breaks

Arclight Cinemas, Bethesda, MD
Crew Member/Area Lead

October 2017 – Present

- Cleaned and straightened work area at all times
- Issued receipts for purchases and gifts upon completion of order
- Assessed customer needs and responded to questions at every transaction of service
- Organized register supplies, maintained cleanliness of work area and lobby area
- Maintained overall satisfactory cleanliness of all restrooms in the building
- Cleaned theatre auditoriums

Hood College Student Chapel, Frederick, MD
Office Assistant

August 2013 – June 2017

- Data Entry
- Receive and deliver mail to various departments around campus
- Create and distribute posters for community events
- Forward funds received to accounting department and collect receipts
- Assist in events sponsored by the Chapel.
- Contact businesses for donations for annual silent auction

Montgomery County Recreation, Gaithersburg/Germantown, MD
Counselor

Summer 2014, 2015, 2016

- Responsible for monitoring children
- Organized and led a variety of small and large group activities each week
- Helped write and implement a weekly schedule for camp group
- Responded to camper behavior issues
- Helped guide Counselors in Training (CITs) to better understand leadership and obtain counseling skills

Affiliations

Campus Activities Board (CAB)

- Executive Member 2015 – 2017
- Engages students in community events and programs that the college has
- Promotes more campus involvement and bring diversity and entertainment to the campus

Circle K International (CKI)

- President 2015 – 2017

- Dedicated to service and leadership development and affiliates with Key Club and Kiwanis

International Club

- President 2015 – 2017
- Publicity 2014 – 2015
- Promotes and values global awareness and harmony among diverse groups

Black Student Union (BSU)

- Active Member 2013 – 2017
- Promotes awareness and harmony among diverse groups

Hood College Rotaract Club

- Publicity 2016 – 2017
- Helps to solve challenging social issues in our community and around the world

The Movement/Step Team

- Member 2013 – 2014
- Performed at school events
- Volunteered at local soup kitchen and the Brother and Sister's Club

Skills

- Microsoft Word, Excel, and PowerPoint
- Conducting Internet Research
- Social Media Skills: Facebook, Instagram, Twitter