

## CONTACT ME

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Melbourne, Vic

## EDUCATION

Diploma of Information  
Technology  
Coder Academy  
2020-2021

## EXPERTISE

Full-Stack Developer  
Project management  
Client relations  
Negotiation

## INTERESTS

Reading  
Eating  
[Photography](#)

## SKILLS

Highly computer literate  
Typing; 80wpm at 90%  
accuracy  
Strong communication skills  
10+ Years of experience in  
portfolio management  
Doing things smarter,  
not harder

## PROJECTS

On [Github](#)

# CLARE FORREST

## Full Stack Developer

## PROFILE

I'm a highly methodical and organised programmer with a strong working knowledge of Ruby programming. I'm also a Melbourne Food Connoisseur having been to over 400 restaurants in Melbourne since moving here in 2014.

I've made a deliberate move into programming. It's something I'm passionate about and it suits my analytical and detail-oriented skill set very well.

I'm honest and decisive as well as creative and innovative. It's often been said that I have a somewhat left-field and unique but effective approach to solving problems.

I'm intensely self-motivated and a thriving autonomous worker who enjoys the creative dynamics of working in a team.

With this transition into software development, I bring a commitment to excellence, effective troubleshooting and results-oriented professionalism.

## WORK EXPERIENCE

### STUDENT

*Coder Academy | Melbourne, Vic | 2020 - 2021*

- html
- css
- Ruby

### SENIOR PORTFOLIO MANAGER

*Belle Property | Richmond, Vic | 2016 - 2020*

- Consistently reached KPI's
- Developed concise office checklists for streamlined workflow
- Resolved conflicts and negotiated agreements between parties
- Leveraged market knowledge to achieve high returns

### SENIOR PORTFOLIO MANAGER

*Coronis Realty | Gold Coast, Qld | 2013 - 2016*

- Expanded portfolio from 80 properties to over 130
- Implemented a keg logging system for all properties
- Systematically moved all hard copy files to cloud-based