

SAMANTHA SMITH

WEB DEVELOPER

404-482-5100

info@coderedtech.net

QUALIFICATIONS

- Full-stack web development
- Mobile-first web and apps
- Proficient in Excel, PowerPoint, Word
- Experience in social media marketing campaigns

EXPERIENCE

Rousse Republic, LLC (Atlanta, GA) **Tech, Digital Media, and Entertainment**

Dec 2015 - present

- Web and app development
- Social media management
- Event promotion
- Sales and marketing
- Admin, AP/AR

Osprey Corporation (Atlanta, GA) **Accounting & Executive Assistant**

Dec 2016 – Jul 2017

- Created account receivables
- Created accounts payable
- Responded to client queries and quote generation
- Collaborated with sales team for follow-up action
- Ad-hoc management projects

Red Bull (Santa Monica, CA) **Administrative Assistant (AppleOne temporary assignment)**

Jan 2014 – Jan 2015

- Created account receivables
- Created accounts payable
- Responded to client queries and created quotes
- Collaborated with sales team for follow-up action
- Ad-hoc management projects

The Hercules Campus, LLC (Los Angeles, CA) **Property Assistant (AppleOne temporary assignment)**

- AP/AR, 5-10 invoices weekly
- Entered work orders and purchase orders in Yardi property management software
- Assisted the property management team

EDUCATION

Full Stack Web Development Career Foundry (Berlin, Germany)

2017 - 2018

Business and Music Los Angeles City College (Los Angeles, CA) Faulkner University (Montgomery, AL) Dean's List (3.8 GPA)

2011 - 2014

REFERENCES

- Available upon request

<https://www.linkedin.com/in/samantha-smith-50780ba3/>