**SAMANTHA SMITH**

WEB DEVELOPER

404-482-5100 info@coderedtech.net

**QUALIFICATIONS**

* 3 years’ experience with full-stack web development
* 3 years’ experience building websites and apps for mobile
* 4 years’ experience serving client needs in diverse environments
* 2 years’ experience with social media marketing campaigns
* creative and conscientious professional with strong work ethic

**EXPERIENCE**

**Rousse Republic, LLC Dec 2015 - present  
Tech, Digital Media, and Entertainment**

* passionate about developing innovative website and app designs
* ensure effective brand management through social media
* communicate and promote events to target demographics
* effective marketing, sales, and support for clients
* ensure accurate and timely accounts payable and receivable

**Osprey Corporation (Atlanta, GA) Dec 2016 – Jul 2017  
Accounting & Executive Assistant**

* responsible for daily, weekly, and monthly account activities including timely and accurate accounts payable, accounts receivable, payroll, receipts, disbursements, invoicing and bank deposits
* ensured client satisfaction through response to queries and accurate generation and delivery of work estimates and quotes
* partnered with sales team to ensure continuity of client interaction
* accountable for preparation and delivery of monthly financial reports

**Red Bull (Santa Monica, CA) Mar 2014  
Administrative Assistant (temp assignment)**

* managed account receivables and accounts payable for a busy office
* maximized client service and satisfaction through timely responses
* collaborated with sales team generating quotes and following up
* initiated and executed management projects as required

**Hercules Campus, LLC (Los Angeles, CA) Jan 2014 – Mar 2014  
Property Assistant (temp assignment)**

* generated invoices, work orders, and purchase orders with accuracy
* invoiced clients and followed up to ensure timely payment
* assisted property management team addressing urgent priorities

**SKILLS**

* Full-stack web development
* Mobile-first web and apps
* Social media marketing campaigns
* MS Word, Excel, PowerPoint

**TECHNICAL**

* HTML, JavaScript, CSS
* AngularJS
* PHP, Python
* Node.js, Apache, Nginx
* MySQL, Oracle, MongoDB
* Windows, Linux

**EDUCATION**

**Full Stack Web Dev. 2014-2015  
Career Foundry (Germany)**

**Business & Music 2011-2014  
Faulkner University (Alabama)**Dean’s List (3.8 GPA)

**REFERENCES**

Available upon request.

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

