Dina L. Brady

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Summary

Full Stack Web developer noted for a positive attitude and high interest to learn new technologies. A problem-solver focused on giving effective results when working alone or in a team setting. Currently working on the completion of a Full Stack Web Development certificate from the University of Utah (Graduation date: November 29th, 2022).

Technical Skills

Software Packages/Platforms:
Microsoft Office, Outlook, Zoom, GitHub, GitLab,

Software Languages:
Frontend: HTML5, CSS3, JavaScript, JQuery, Bootstrap
Backend: Node, Express, MySQL, NoSQL (MongoDB), React, MERN

Projects

Name: GitSurveys
Link to GitHub: https://github.com/benbushman98/gitsurveys
Link to Deployed Project: https://www.gitsurveys.com/
Responsibilities: Responsible for the backend side of the application. Set up database structure and server functionality
Tools Used: MySQL, Sequelize, Node, Express

Experience

Remote Immigration Paralegal	**My 601 Waivers LLC**
2018-2022	Midvale, Utah

This position required to be highly organized, detail-oriented and a self-starter employee. I handled big volumes of sensitive documentation that required to be carefully prepared in order to be sent to the United States Citizenship and Immigration Services (USCIS) agency. Critical thinking and effective written and oral communication skills in both, English and Spanish, were vital to set up a relationship of trust with clients and attorneys. Collaboration was very important and I participated in monthly feedback sessions with my co-workers to bring up ideas on how we could improve our services.

Key Accomplishments:

- Recognized as a reliable and valuable asset for the company
- Hardworking employee with effective results
- Empathetic and collaborative with clients and other staff members

Consular Officer   **Consulate of Mexico**

2009-2017   Salt Lake City, Utah

As the head of the Vital Records and Public Notary department my job required a high sense of attention to details, organizational skills, time management, strong written and oral communication skills in both, English and Spanish, and being multitasking.

Key Accomplishments:

- Known as a problem-solver with a high sense of responsibility
- Recognized as a fast-learner with initiative to learn new technologies in order to improve performance.
- Noted as an employee who can be trusted and relied on in stressful times.

Education

Full Stack Web Development Certificate
University of Utah
Salt Lake City, Utah
June 2022 – November 2022 (Anticipated graduation: November 29th, 2022)

Program Summary: Intensive 24-week program that required to learn complex concepts at a fast-paced basis and apply them in real-world projects. Fast learning, motivation, team collaboration and strong communication skills were vital to fulfill the requirements of the course.

Statistics and Integrated Algebra
Salt Lake Community College
January 2022 - May 2022

Course Summary: I was able to strengthen my knowledge and abilities to identify trends and analytical concepts such as data structures, variables, summaries, graphics, and basic data collection techniques. I also worked on algebraic concepts like equations, expressions, linear regression, square roots, etc.

Emotional Intelligence for Business Professionals Certification
Salt Lake Community College
October, 2021

Certification Summary: This was an 8-hour certification where I learned to identify the components of emotional intelligence, to recognize how emotional intelligence benefits organizations and how to practice emotional intelligence in common workplace scenarios.

Bachelor's Degree in International Relations
Autonomous University of Tamaulipas
Ciudad Victoria, Tamaulipas, Mexico