**Annalisa Bauer**

Gilbert, AZ 85234

[annalisa.bauer1@gmail.com](mailto:annalisa.bauer1@gmail.com) • 928-606-7540 • [www.linkedin.com/in/annalisa-bauer](https://www.linkedin.com/in/annalisa-bauer/) • [github.com/AnnalisaMBauer](https://github.com/AnnalisaMBauer)

**FRONT END WEB DEVELOPER**

Proactive, problem solver, who is always eager to learn new things. I have a great appetite for tech and collaborating with others. I have continually challenged myself to grow and learn across multiple fields over the past 11 years.



**SKILLS**

Languages: JavaScript ES6+, CSS3, HTML5, SQL, NoSQL

Applications: GitHub, MongoDB, MySQL

Tools: Express, React, Node, Handlebars, Query, Bootstrap, Git, Bulma, JSON, APIs, REST, Figma

**EXPERIENCE**

**Academy Mortgage Corporation, Chandler, AZ** *— Mortgage Loan Processor*

**September 2015 - August 2021**

* Develop and maintain knowledge of all mortgage products and guidelines within the company by referring to the Credit Policy Manual.
* Train and assist other team members while maintaining a large pipeline of 50 + active loans.
* Maintain control of the loan file, monitor dates for approval, appraisals, and closing, and ensure that all deadlines are met in a timely and efficient manner.
* Top producing processor by volume for the Arizona Region for two consecutive years.

**Coconino County Detention Facility, Flagstaff, AZ** *— Detention Support Specialist*

**February 2015 - September 2015**

* Control entry to and exit from the detention center in accordance with established procedures.
* Accurately examine and interpret court orders and release documents to verify validity of each prisoner release.
* Monitor inmate population, especially during officer-inmate contact situations.
* Cross Trained for Housing and Intake support.

**Coconino County Adult Probation, Flagstaff, AZ** *— Administrative Assistant*

**August 2014 - February 2015**

* Create Microsoft Excel financials for new work furlough clients.
* Take and transcribe minutes of meetings.
* Assist in building files for the pre-sentence interview writers when needed.
* Maintain control and assure availability of files and other materials, and help staff as requested or needed to ensure duties meet deadlines.

**Sounds Good Mobile LLC, Flagstaff, AZ** *— Administrative Assistant & Car Audio Installer*

**June 2012 - August 2014**

* Successfully utilize Intuit QuickBooks to process payroll for employees.
* Accurately handle accounts receivable and payable through Intuit QuickBooks.
* Supervise and keep employees on track with project deadlines and procedures.
* Precisely install car audio equipment into customer's vehicles with minimum errors to prevent monetary loss.

**EDUCATION**

**University of Arizona** *— Certificate in Full Stack Web Development*

**August 2021 - November 2021 - Phoenix, AZ**

**Coconino Community College** *— NREMT Certificate*

**August 2016 - December 2016 - Flagstaff, AZ**

**Coconino Community College** *— Administration of Justice*

**August 2012 - May 2015 - Flagstaff, AZ**

**Coconino High School** *— High School Diploma*

**August 2008 - June 2012 - Flagstaff, AZ**

**PROJECTS**

**Recipe Generator App**

Have you ever been stuck not knowing what to eat for dinner? This app will generate a recipe for you. Just choose from chicken, beef, or vegan options and a recipe will generate. Too tired to cook? The app will also suggest the nearest restaurant to you. You also have the option to add and remove your favorite recipes.

* HTML
* BULMA
* JavaScript
* API Interaction
* Local Storage

Deployed Link: <https://mbelfrom.github.io/group-project-mag/>

GitHub Repo: <https://github.com/AnnalisaMBauer/group-project-mag>

**Coding Jobs App**

Coding Jobs is a site created to make it easier for the tech community to find and apply for jobs in their field. It requires a login so users can view and post job listings.

* Node.js
* OOP
* NPM
* mySQL
* Handlebars
* Bulma
* Bcrypt
* Javascript
* MVC

Deployed Link: <https://dashboard.heroku.com/apps/coding-jobs-345234>

GitHub Repo: <https://github.com/AnnalisaMBauer/project-2>

**OTHER**

Fully vaccinated against COVID-19.