

**Email:** jairovelazquez101@gmail.com

**Phone:** (831) 210-3153

**Address:** 117 N 12<sup>th</sup> St, San Jose, Ca

# Jairo Velazquez

**Portfolio:** [jairovelazquez.com](http://jairovelazquez.com) || [github.com/jayvelazquez](https://github.com/jayvelazquez) || [linkedin.com/in/jairovelazquez](https://linkedin.com/in/jairovelazquez)

## OBJECTIVE

Career driven, hardworking, very motivated, and always ready to continue learning. My goal is to create websites and apps with a clean code, high quality UI and a compelling user experience.

## EDUCATION

**CodeCademy** – Interactive Online Coding Class 09/2020-12/2021

*Front End Engineer Certificate*

**Udemy** – Online Courses 09/2020-12/2021

**San Jose State University** - San Jose, Ca 01/2011-05/2013

*Bachelor of Arts in Sociology*

## WORK

**Housing Choices**, San Jose, Ca 09/2019-03/2021

*Residential Coordinator*

Provide resources for clients such as financial assistance, legal and social services. Support clients through administrative logistics. Guide clients through understanding their lease agreements. Act as a liaison between the property manager and the resident. Create event Flyers in Photoshop.

**Santa Clara University**, Santa Clara, Ca 02/2019-07/2019

*Administrative Specialist*

Support students, alumni, and investigators by preparing official transcripts and enrollment verifications in response to requests. Communicate with students by phone, email, and mail regarding policies and procedures relating to transcript requests. Assist students through parchment. Prepare enrollment letters. Manage data entry and administrate academic records.

**Canon**, San Jose, Ca 06/2017-02/2019

*Administration Service Representative*

Manage day-to-day operations of the office. Troubleshoot printers and scanners. Train new field representatives during company expansion and ensure attention to detail and adherence. Create informational booklets and packages using Microsoft publisher.

## SKILLS/ PROJECTS

### Language/Technologies

JavaScript |HTML |CSS |Sass |React |Redux |Vue |Bootstrap |Material UI |Git |TDD |TypeScript

**Languages:** English and Spanish

### Selected Projects:

#### E-Commerce Music Shop

- A full online e-commerce website that allows users to add items to the cart, input shipping address information, review, and self-checkout.
- Back-end integrated using ecommerce.js. Credit card transaction integration using Stripe.
- Built with **React (React-Router/React-Hook-Form)**, **JavaScript**, **HTML/CSS**, and **Material UI**

#### Playlist Maker

- A website that allows users to search the Spotify library, create a custom playlist, name, and save it to their Spotify account using the Spotify API. Allows OAuth 2 Authentication login.
- Built with **React**, **JavaScript** and **HTML/CSS**

#### Place Finder

- A Yelp-like clone app that allows the user to search for Businesses using the Yelp API. Sort results by best results, highest rated or most reviewed.
- Built with **React**, **JavaScript** and **HTML/CSS**