Jose F. Bautista

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EDUCATION

CUNY Lehman College   **Bronx, NY, USA**
Bachelor Of Science in Computer Science   *August 2017 - December 2020*

CERTIFICATES

Bartenders Certificate
American Bartending School   *May 2023 — June 2023*
Foundations of User Experience (UX)
Design Certificate, Google (Offered through Coursera)   *November 2023 — December 2023*

TECHNICAL SKILLS

Programming Languages: Javascript, HTML, CSS
Libraries and Tools: React.js, Jupyter Notebook, Git, GitHub, SSH, Node.js
Operating Systems: MacOS, WindowsOS, Linux (Armbian on Rock64)
Other Skills: Microsoft Office Proficiency, Technical Fundamentals, Data Management, API Integration, Search Functionality, Bartending Techniques,

WORK EXPERIENCE

Receptionist
2486 Valentine LLC, Bronx, NY, USA   *October 2023 - January 2024*

* Communication and Coordination:Acted as the primary point of contact for the landlord, managing and directing phone calls to various entities such as banks, insurance companies, and fire departments.
* Facilitated communication for over 22 buildings, ensuring streamlined operations and satisfaction among over 600 clients.
* Data Entry and Management:Diligently maintained and updated essential records in the computer system, ensuring accuracy and accessibility of information. Managed records related to tenant lease agreements, including tracking lease renewals, upcoming lease expirations, and outstanding rents.

Seasonal Remote Intern, Project Specialist
CUNY Tech Prep, New York, NY, USA   *June 2021 - September 2022*

* Facilitated effective communication between students and instructors throughout the summer cohort.
* Empowered students to identify and capitalize on program-related prospects.
* Directed and managed a remote hackathon, involving workshops and training for 75+ participants.
* Contributed to essential student data collection, optimizing outreach and aligning services with dynamic industry requirements.

College Assistant
CUNY BMCC, New York NY, USA   *August 2014 - July 2020*

* Maintained confidentiality of sensitive materials, implementing strict security protocols.
* Managed reprographic services at BMCC, overseeing printing processes and quality standards from initiation to delivery.
* Coordinated printing requests and document reproduction, focusing on efficiency and lead time adherence.
* Ensured copyright compliance and provided intellectual property guidance for all reprographic materials.
* Managed annual maintenance contracts for departmental equipment, ensuring timely services and supply requests.

PROJECTS

* **Vs Superhero**, Developed a superhero and villain profiling app, allowing users to search, view detailed information, and simulate battles based on character stats. Integrated external API data using Axios Try it!
* **Weather App**,A weather app providing current weather information worldwide. Utilizes Axios and the Openweathermap API for data.. Try it!
* **Messaging App**, Developed a messaging forum where members can engage with others across the user network. Also, I enabled users to log in with their Google account and moderated the forum to automatically detect and warn against the use of profanity. Try it!
* **NYPD Shooting Incidents Data**, Using Python's Jupyter Notebook I was able to extract data on shooting incidents across NYC. The data is also visualized across several heat maps, allowing you to identify areas with high crime Try it!