

Keith Black

Phone: (845) 625-9783 | Email: Keithblack4290@gmail.com | Denver, Colorado 80231
LinkedIn: [/kblack4290](https://www.linkedin.com/in/kblack4290) | Portfolio: <https://kblack4290.github.io/> | GitHub: [/kblack4290](https://github.com/kblack4290)

Full Stack Software Developer with a background in management and business development. Trained at the University of Denver Coding Bootcamp and earned a certificate in Full Stack Web Development. Resourceful problem-solver, passionate about developing technologies that help people's everyday lives.

Technical Skills

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

Applications: GitHub, Git Bash, MongoDB, MySQL, Postman, Insomnia, JIRA, SAP, VS code,

Tools: Node, JQuery, Express, React, Bootstrap, Foundation, Handlebars, Heroku, BrowserStack

Workplace Skills: Microsoft Office, Google Workspace, Docusign, SAP, CSC, Adobe, Yardi, OneSite

Areas of Strength

Communication ▪ Adaptability ▪ Problem Resolution ▪ Critical Thinking ▪ Creativity ▪ Customer Service
Learning Agility ▪ Analytical Abilities ▪ Dependability ▪ Client and Customer Retention ▪ Leadership

Education

Certificate in Full Stack Web Development
University of Denver, Denver, CO.

June 2021

Bachelor of Science
Major: History, Minor: Business Administration
State University of New York at Plattsburgh, Plattsburgh, NY

December 2013

Projects

Haggle MERN | github.com/domrafiti/ProjectThreeHaggle | proj-three-haggle.herokuapp.com/

A collaborative project

- Summary: A bartering and trading application
- Role: Frontend, UI, Lead React Developer, Deployment, Presentation Specialist, and Backend Assistance,
- Tools: HTML, JavaScript, MongoDB, Express, React.Js, Node, jQuery, Sendgrid, Multer, S3, Font Awesome, Bootstrap, CSS, Passport Authentication

Haggle MVC | github.com/domrafiti/ProjectTwoHaggle | haggle-proj.herokuapp.com/

A collaborative project

- Summary: A bartering and trading application
- Roles: Frontend, UI, Deployment, Presentation Specialist, and assisted Backend,
- Tools: HTML, JavaScript, Express, Node, jQuery MySQL, Sendgrid, Multer, Bootstrap, CSS

Taker of Notes | <https://github.com/Kblack4290/Taker-Of-Notes> | the-taker-of-notes.herokuapp.com/

- Summary: An application where the user can take and reference notes
- Role: Sole author
- Tools: HTML, CSS, JavaScript, Express, Node

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Concoctions | github.com/glchavez/Project-One | glchavez.github.io/Project-One/

A collaborative project

- Summary: An application that provides recipes
- Role: HTML, CSS, and assisted JavaScript
- Tools: HTML, CSS, JavaScript, Foundation, APIs

Related Experience

Robert Half/ Shane Co., Denver, CO

February 2021 - October 2021

Quality Assurance Analyst

- Worked in a fast-paced, team-oriented, Agile environment, and completed testing in pre-production environments.
- Participated in all aspects of Agile and Scrum methodology including, standup meetings, sprints, sprint planning and review, and software such as JIRA.
- Evaluated issues that users encounter during user acceptance testing to determine impact.
- Completed manual testing, website quality assurance, and reporting hotfixes.
- Developed, executed, and updated functional and regression test suites.
- Worked with QA manager to accurately assess defect, severity, and priority.
- Used applications like BrowserStack to ensure the website is functional on a variety of devices and browsers.
- Recorded and reported detailed information about all defects experienced throughout testing.
- Performed peer review for every regression test suite.
- Coordinated with external testing teams to provide feedback on procedures as well as guidelines for issues, clarity, and accuracy.

Additional Experience

Cornerstone Apartment Services, Denver, CO

October 2017 – December 2020

Portfolio Manager

- Managed 335 Apartments in various properties from small multi-family homes to large apartment buildings totaling over \$50,000,000 in assets.
- Maintained an occupancy above 97% including during peak COVID-19 regulations.
- Trained and mentored new managers and technicians.
- Effectively reduce delinquency to increase NOI.
- Developed and oversaw the budget and financial reports to maximize profitability.

eBay, Beacon, NY

April 2016 – January 2020

Online Retailer

- Created, marketed, and managed a successful online retail business with over \$3,000 per month in sales.
- Responsible for all bookkeeping, shipping, public relations, purchasing and quality assurance.
- Promoted business through social media sites, Facebook, and Pinterest.
- Efficiently managed inventory of over 500 items with constant flow of units into and out of the storage area.
- Able to satisfy multiple client orders and maintain excellent feedback rating of over 99%

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Emery & Webb Insurance, Fishkill, NY

January 2015 – January 2017

Business Development Representative (2016-2017)

Client Service Representative (2015-2016)

- Responsible for developing, managing, and organizing sales.
- Developed and maintained prospect & client relationships .
- Made 100 daily outbound cold calls to prospects.
- Produced mass marketing emails detailing new promotions and services using Outlook and MailChimp.
- Scheduled sales appointments for producers in their specific territories.
- Researched new developments in marketing and technology that was applied to company strategy.
- Reviewed, edited, and processed clients' insurance policy and account information.
- Managed, updated, and utilized company's social media accounts for marketing purposes.
- Consistently met team quarterly and annual sales goals (\$2,000,000 in premiums annually).