KELLY LINDSAY
web developer

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Professional Summary

Goal-orientated web developer, supported by a background in customer relations and management. Proven communication skills and high work ethic to remain on task, troubleshoot solutions, and be adaptable and reliable in fast-paced environments. As someone who is always looking to grow and develop, I am excited by the prospect of taking on new challenges and expanding my skill set in order to achieve even greater success in the future.

Education, Qualifications, Certificates and Licences

Front-End Web Development: Elevate course	Academy Xi	2022
Bachelor of Arts	Deakin University	2015

Systems and Applications

| HTML | CSS | JavaScript | React | C# | PHP | Java | .NET | MySQL |

Projects

Please note all projects and more can be viewed via my portfolio website or otherwise via my GitHub.
Links to both are available in the header above.

MANY A MEAL | *React*, Node JS & External API
A web application made using React that supports an external API. Users can search any numbers of recipes. The application includes a landing page, four different cuisine sections, and a dynamic search engine.

HAPPY HOUNDS DOGCARE | *Next.JS & Tailwind CSS*
Built using Next.JS and Tailwind CSS, Happy Hounds is a website that showcases the brand's top-tier services. The concept was designed with a light, fresh feel to support the brand's friendly and bubbly nature.

NOVA DIGITAL – DIGITAL MARKETING AGENCY | *Vite & Three.JS*
A digital marketing agency with a website supporting an interactive 3D sphere developed using Three.JS. Users can change its colours with a click, highlighting the agency's commitment to pushing boundaries.

TIERIFIC CAKES | *HTML & VANILLA JS*
A landing page concept that presents a curated collection of cake decoration products. Delve into a mobile-responsive gallery that beautifully displays a range of beautifully decorated cakes.

Professional Experience

TOP TIER CAKE SUPPLIES | *Digital Sales Specialist*   **2021 – Present**

- Played a pivotal role in expediting the development and launch of the company's online Shopify store during the COVID-19 pandemic and associated lockdowns, facilitating contactless delivery and operations and ensuring uninterrupted business continuity.
- Developed website graphics and custom features, including a bespoke image gallery and a dedicated page with an upload image function for ordering custom edible image prints and submitting cake inquiries.
- Oversee and manage critical aspects of online operations, including invoicing, order delivery and stock management, as well as liaise with wholesale suppliers to ensure accurate stock levels in reflection of marketing data analytics.

ASSA ABLOY | *Customer Experience Representative*   **2018 – 2020**

- Exceeded performance targets by handling high volumes of telephone and web enquiries, displaying excellent customer service skills.
- Utilized extensive technical knowledge to resolve warranty cases, resulting in improved customer satisfaction ratings and higher first call resolution rates.
- Collaborated with cross-functional teams and proactively responded to price enquiries, generating orders, and contributing to the company's sales growth while ensuring timely delivery and customer satisfaction.

TOTAL CONSTRUCTION | *Acting Office Manager*   **2018**
- Successfully managed front desk reception, handling incoming phone calls, web enquiries, and walk-ins.
- Efficiently scheduled meetings and monitored employee locations across multiple construction sites, ensuring effective communication and coordination.
- Proactively set-up boardrooms and arranged catering for ample client meetings, sometimes at short notice, resulting in positive feedback and repeat business.
- Demonstrated strong attention to detail and administrative skills by regularly filing and updating changes to contract documents across print and electronic platforms, supporting the work of contract administrators and contributing to the company's compliance.