

Leto Koker

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[LinkedIn](#)

EXPERIENCE

Markham African Caribbean Canadian Association, **Markham — *Digital Literacy Instructor***

MARCH 2019 - AUGUST 2019

- Designed programs tailored to aid in their success and advancement
- Supported Seniors to independently navigate unfamiliar technology
- Designed fliers to support outreach efforts for the company
- Collected and managed participant data for evaluation and records
- Provided clear and attentive instruction on the following topics:
 - Typing and basic keyboard functions
 - Literacy in Gmail, Google Docs, and Google Slides
 - Usage of Microsoft Word at a basic level
- Provided IT support for the association allowing for smooth operation

SkillHat, Remote — *Web Developer*

JANUARY 2024 - FEBRUARY 2024

- Created Web Applications using the following:
 - HTML
 - CSS
 - JS
- Managed repositories on GitHub for ease of access

World Innovation League (WIL), Remote — *Web Developer*

MARCH 2024 - MARCH 2024

- Communicated with a design team to accurately execute designs
- Replicated functional webpages from Figma designs

SKILLS

Communications
Web Development
HTML
CSS
Javascript
Linux
Retail Sales
Teaching
Time Management
Customer service
Creative problem solving
WordPress

AWARDS

Vocal Section Leadership
Award June 2015 & 2017.
Awarded for playing a leadership role in the Tenor section