

Melissa Ecker

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<https://www.linkedin.com/in/melissa-ecker1/>

Aspiring software/database developer with twenty-plus years of legal experience. Embarking on a second career. Seeking to utilize my unique set of skills combining litigation, business, and technology to contribute to the success of your organization. Possess an A.S. in Computer Information Systems and certificates in Artificial Intelligence in Cybersecurity, Ethical Hacking, and Threat Hunting. Currently pursuing a Bachelor of Science in Information Science at University of Arkansas – Little Rock.

EDUCATION

UNIVERSITY OF ARKANSAS

Little Rock, AR

Pursuing Bachelor of Science in Information Science, May 2026

ARKANSAS STATE UNIVERSITY

Beebe, AR

Associate of Science in Computer Information Systems, August 2024

Associate of Science in Liberal Arts and Sciences, August 2024

- Chancellor's List, Phi Theta Kappa, GPA: 3.90

PROFESSIONAL EXPERIENCE

Home Depot

Cabot, AR

Sales Associate/Interim Department Head

November 2021-Present

- Track and analyze department sales and inventory.
- Utilize proprietary business software and applications.
- Supervise and train new associates.
- Provide customer service and project advice.
- Member of the Voice of Associates as an advocate and liaison between peers and upper management.

Law Firm of Kaiser & Swindells

Long Beach, CA

Legal Assistant, Notary Public

October 1999-November 2021

- Prepare legal documents and maintain court and discovery calendar.
- Evaluate cases and perform legal research.
- Monitor deadlines, subpoena records, and schedule hearings and depositions.
- Maintain client database.
- Communicate tactfully with courts including clerks and judges.
- Update clients via phone, email, and written communications.

ADDITIONAL SKILLS

- Proficient in WordPerfect and Microsoft Office (Word, Excel, Outlook, PowerPoint, Access).
- Experienced with programming languages including Java, Python, C++, HTML5, CSS, and JavaScript.
- Skilled in utilizing IDEs such as Eclipse, Visual Studio, and GitHub.
- Familiar with SQL and relational database management systems.

PROFESSIONAL AFFILIATIONS

- Women Who Code (Student)

VOLUNTEER WORK

- Cabot Animal Support Services