

I am a highly motivated Junior Web Developer with a strong passion for learning, actively seeking a rewarding career opportunity to leverage recent education and certificate courses in front end-web development. Having recently relocated to Aotearoa New Zealand, I am fueled by a strong desire to contribute to the thriving tech industry after gaining valuable experiences from my schooling and an enriching travel journey through Southeast Asia. I am eagerly seeking a full-time opportunity to collaborate with industry professionals and make significant contributions to innovative web projects. I am confident in my ability to offer your company a unique combination of dedication, creativity, and passion.

Education

Full Stack Web Development
ROBERSTON COLLEGE

Certifications

Web Development
Responsive Web Development
React Web Development
Introduction to Coding
SHECODES

Technologies

HTML	GitHub
CSS	Bootstrap
JavaScript	Responsive
React	SEO
API	Figma

Contact Info

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Interpersonal Skills

Communication	Approachable
Collaboration	Active Listener
Continuous Learner	Emotional Intelligence
Adaptability	Critical Thinker

Recent Work Experience

Village of Warfield – Senior Administrative Assistant • 2021-2022

- Maintained front end code and created engaging and informative web content on the municipality website.
- Prepared and wrote official documents, including bylaws, council minutes, and council agendas.
- Utilized payroll technology systems to efficiently process employees payroll, ensuring accurate and timely payment.
- Performed meticulous data entry tasks, accurately inputting, and updating employee and community member information
- Maintained a high level of organization, capable of managing multiple tasks and deadlines simultaneously.

School District Kootenay Columbia – RECE • 2020 – 2021

- Utilized imaginative and unique themes, concepts, or topics to spark children's curiosity and interest in the learning process.
- Knowledge of appropriate technology tools, applications and digital resources that aligned with the school's education standards and goals.
- Comprehensive understanding of child development theories, instructional methodologies, and curriculum frameworks.
- Demonstrated a high level of adaptability by working at multiple schools including both elementary and high school levels.

Village of Pemberton – Administrative Assistant • 2019 – 2020

- Proficiency in financial and accounting software systems to accurately process payments, invoices, and grants.
- Used scheduling software to efficiently manage staff calendars, schedule meetings, and coordinate appointments.
- Accurately sorted, prioritized, and distributed correspondence to the appropriate departments or individuals promptly.
- Strong problem-solving skills and the ability to adapt to changing circumstances or urgent requests.