

ERIN COBBINS

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Experienced in solving complex problems, and building meaningful client relationships.

SUMMARY

Motivated Client Engagement Manager who applies knowledge of software development to increase client profitability. Adept at analyzing client requirements and maintaining productive client relationships.

skilled in:

- JavaScript
- HTML
- CSS
- SQL
- Python
- Microsoft Office Suite
- Scrum
- Agile
- Project Management
- Data Modeling
- Angular
- Adobe Creative Cloud

PROFESSIONAL EXPERIENCE

Intern: September 2023 – Present

I.C.Stars | Kansas City, Missouri

An immersive, technology-based leadership development program, as the Client Engagement Manager for my group D.I.M.E.S Technology Solutions, I Led the RFP response and proposal development team for the building of a web-based application for a global client.

- Developed a web-based application using Visual Studio, HTML, CSS, JavaScript, and SQL.
- Collaborating with a team of Scrum Master, BA, and QA, in Agile methodology.
- Prepare and present the application's current progress to stakeholders and various departments.
- Created automated diagnosis, testing, and debugging modules.

Chief Executive Officer: 2017 – Present

Doc's & Stuff LLC | Kansas City, Missouri

I am responsible for ensuring our office complies with relevant laws and regulations. Develop relationships and communicate effectively with clients to provide great planning, advice, and guidance. Manage employees and evaluate their performance. Overseeing and organizing tax audits.

- Managed office operations, correspondence, and bookkeeping.
- Designed marketing materials and managed online presence.
- Identified cost-saving opportunities and evaluated software programs.

Health Care Attendant: 2015- Present

Above and Beyond Healthcare | Kansas City, Missouri

- Provided comprehensive care to clients, managed appointments, and transportation.
- Assisted with home therapies, hospital support, and activities.

EDUCATION

I.C. Stars | Kansas City, MO - Cycle 01, IT Programming & Leadership Certificate of completion **2024**

Scrum Alliance: Scrum Foundations, **2023**

Center of Excellence: Master Herbalist Diploma, **2022**

Western Governors University:(79 Credits) Pursuing bachelor's in health information management,
Graduating Summer **2024**

Metropolitan Community College: (32 Credits): Associate of Applied Science, **2006- 2008**

Concorde Career College: Medical Assistant Diploma, 2003-2004

Certified Nursing Assistant Certificate, 1996

Job Corps: General Education Diploma, 1996