

Sophia Stevens

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Summary of Qualifications

Freelance web designer and developer with 2 years of experience building and designing websites and coding.

- Proficient in WordPress, Java, HTML5 & CSS3, Python, MySQL, and JavaScript.
- Knowledgeable about Adobe Creative Cloud, Dreamweaver, Photoshop and Illustrator.

Education

Clark State College – 2024
A.S. Computer Software Development

Carousel Beauty College – Hairstylist and Braid Specialist 2014

Skills

- Experienced in SQL database.
- Microsoft Office Suite
- JavaScript, and jQuery
- Adobe Creative Cloud
- Administrative Skills
- WordPress
- Python
- Java
- C++
- HTML5, CSS3

Experience

Freelance Web Designer and Developer 2023 - Present
Remote

- Uploaded content and made changes to webpage.
- Educated client on how to use weebly.com to maintain the site.
- Created a tutorial video which was requested by the client.

Work Study Administrative Assistant 2021 - Present
Clark State College

- Lead potential students on personalized tours of the campus.
- Collected and entered student data.
- Provided students with resources and information for the surrounding area.

Customer Service Representative 2015 - 2017
Express Professionals Employment Agency

- Received inbound phone calls and assisted customers with reward points questions and needs.
- Handle customer complaints with a satisfactory outcome.
- Provided customers with knowledge of products and procedures as well as directed customers with contact information for proper departments.