

# Nicola Folchi Gutierrez

Mobile: (786) 622-5668    nicolafolchi.github.io/Website-Portfolio/    [nicolafolchig@gmail.com](mailto:nicolafolchig@gmail.com)

---

## EDUCATION

**The University of North Carolina at Chapel Hill**  
B.S. in Computer Science

December 2020

**Miami Dade College**, Miami, Florida  
A.A in Computer Science  
Dean's List; Phi Theta Kappa Member

May 2018

**U.E.P Juan Bosco**, Zulia, Venezuela

July 2015

## SKILLS

**Programming Languages:** Java, JavaScript, C++, C, HTML5, CSS3, JQuery, Node.JS (base)

**Operating Systems:** Windows Vista/7/8/10, Linux.

**Languages:** Fluent English and Spanish, Intermediate Italian.

## WORK EXPERIENCE

**Web Developer/Project Manager at The University of North Carolina**      8/19 — Present

- Develop, update and maintain the Biochemistry and Biophysics Department's manual website using **HTML**, **CSS**, and **JavaScript**, which include instructions for lab workers on how to perform tasks in the Cook, Kuhlman and Strahl labs
- Perform data migration for the Cook, Kuhlman and Strahl lab order expenses to an online Excel sheet, accomplishing automation using **Microsoft Forms** and **Microsoft Flow**
- Create instructional videos and documentation for new lab workers

**IT Specialist, Network Technician at Miami Dade College**

01/18 – 07/18

- Supervised the delivery of academic services to the classroom
- Coordinated the multimedia equipment and computer software distribution and use at the campus
- Performed and tested preventive network hardware and software maintenance
- Oversaw the daily performance of the college computer system
- Resolved computer-related desktop and network communication problems

**Network Services at Miami Dade College. Intern Technician**

09/17 – 12/17

- Assisted staff members and students with technological issues
- Installed and maintained computers, printers, application software, and other peripheral equipment
- Developed and maintained Amazon's Alexa devices using **JavaScript** to assist students and staff in campus
- Developed a website containing an interactive map that could be used by students on campus

**Sales Assistant at GAP. Inc.**

09/16 – 12/16

- Provided good customer service to clients
- Promoted the credit card option to incoming clients

## CAMPUS AND COMMUNITY INVOLVEMENT

**UNC Game Development Club, Treasurer**

08/2019-Present

- Manage the club's finances and sponsor's relations
- Communicate and negotiate with vendors to supply the club's needs
- Create semestrial budget

**Miami Dade College Computer Club, Member**

08/17 – 06/18

- Responsible for creating a workshop and help organize meetings

**Iglesia Peniel, Venezuela, Ministry of Media Services and Volunteer**

03/13 – 11/15

- Responsible for camera operation while recording our worship for international transmission
- Gave speeches and lectures on faith and social responsibility
- Mentored other volunteers on how to provide a better service and get more involved in church