

Nicola Folchi Gutierrez

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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 preventive network hardware and software maintenance
- Oversaw the daily performance of the college computer system
- Resolved computer-related desktop and network communication problems
- Operated and tested network software and hardware

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

- Responsible for handling the club's funds
- Communicate and negotiate with vendors to supply the club's needs
- Create semestrial budget
- Responsible for sponsor's relations

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