

## Noe De Jesus Otero Delgado

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### **Career Objective:**

Looking to join a team and continue my career as a front-end developer in a company that values new, fresh and contemporary ideas. I am in search of professional growth that will allow me to continue polishing my skills as a developer while bringing value to the business' product and image.

### **Education:**

- Codify Academy – San Francisco, CA May 2016
- San Francisco State University May 2013

### **Experience:**

Bugcrowd Inc. May 2016 – Oct 2016

Operations Coordinator & Internal Tools Developer  
San Francisco, CA

- Responsible for developing new product interface designs based on client & researcher feedback.
- Interacted with researchers and clients using Intercom.
- Worked alongside design team to evolve our user platform.
- Worked with Product department to achieve design completion.
- Documented all work using Google Docs, Confluence, and internal Wikis.
- Strong self-management aptitude. Off-site manager implemented goals via zoom-meetings and BaseCamp. Goals were completed in timely manner.

Bank of the West

Sept 2015 – Dec 2015

Data Remediation Associate and Research Analyst (contract position)

San Francisco, CA

- Team member of the Data Governance Group.
- Researched and validated entities using internal and external resources (i.e. Reuters, Bloomberg)
- Used SQL Developer to identify incorrectly linked data.
- Investigated inconsistencies of client's information.
- Assisted in process documentation efforts.

First Republic Bank

June 2014 – August 2015

Facilities Coordinator/Administrative Assistant

San Francisco, CA

- Managed company's security access software.
- Analyzed security access usage and reported any irregularities.
- Assisted in auditing invoices and reconciling billing issues with vendors in a daily basis.
- Worked in a multi-functional team to resolve property problems rapidly and efficiently.
- Assisted in structuring operational procedures for department's business unit.
- Coordinated security access with vendors for all branch locations.
- Heavy use of MS Outlook for internal and external communication.
- Ensured all requests made to department were responded to and resolved in a timely manner.
- Responded diligently to requests concerning the company's confidential paper-shredding service.

### **Skills:**

- Proficient in MS Suite (Word, Excel, PowerPoint, and Access).
- Proficient in GoogleApps (Mail, Docs, Sheets & Slides)
- Knowledge of Intercom, Chartio, BaseCamp, Zoom, SurveyMonkey, DocuSign and SQL Developer.
- HTML Scripting, CSS, JavaScript, Bootstrap, AngularJS, jQuery, JSON, AJAX.