ERICA INGRAM

evoingram@aquoco.onmicrosoft.com

(206) 478-5028

Seattle, Washington

[**aquocotrans**](https://www.linkedin.com/in/aquocotrans/)

[**evoingram**](https://www.github.com/evoingram)

**![A close up of a logo

Description automatically generated]()** [**www.ericaingram.com**](http://www.ericaingram.com)

Business professional with a knack for solving real-world problems and overcoming challenges, extremely resourceful and adaptable with excellent communication skills from a decade-long writing career and another decade in court transcription; thorough, self-disciplined, and well equipped to work independently under regular strict deadlines.

Skills

**TECH SKILLS**

HTML

CSS

JavaScript

Visual Basic

Git

MySQL

React

Redux

Java

GSAP  
Microsoft Access

Adobe XD

LESS

Bootstrap

Emmet

Jest

Formik

SASS

jQuery

Python

PHP

API

UI

REST

JSON

**LEGAL SERVICES SKILLS**

Legal Research

Editing & Proofreading

Writing

Transcription  
Litigation Support

Project Management

**Employment**

|  |  |
| --- | --- |
| **Lambda School, Team Lead, Remote Jan. 2020​ to Present** |  |

* Code review for every student in my team twice per week
* Hosted two stand-up meetings with six students weekly
* Presentations on various resources to facilitate students' growth during stand-ups
* Mentored & provided feedback to students on improvement areas
* Tracked attendance and other student metrics
* Use of Slackbot & Slack Workflow Builder to manage tasks, information, and reminders

|  |  |
| --- | --- |
| **A Quo Co., Owner/Operator, Seattle, WA May 2009 to Present** | **, Washington** |

* Diverse customer base, serving attorneys and pro se parties
* Used text-analyzing software on over 10,000 transcript pages to produce autocorrect entries in Word to improve typing speed/accuracy and automated creation of those entries
* Unique features such as authority hyperlinking via CourtListener, .gov sites as well as tables of authority via VBA automation
* Consistently produced twice the number of transcript pages as most of my colleagues due to VBA automation

**Projects**

[**Transcript Production API Jan. 2020​ to Apr. 2020**](https://github.com/evoingram/VBProjects/tree/master/database) [**Deployed Project**](https://transcript-webapp.herokuapp.com)[**Code on GitHub**](https://github.com/evoingram/webapp-backend)

* Developed using Node, Express, PostgreSQL, and Postman
* 126 endpoints, including contractor & CourtListener, Xero, PayPal, & Office API support

|  |  |
| --- | --- |
| **[images.nasa.gov search clone](https://github.com/evoingram/VBProjects/tree/master/database" \t "blank)****[Jan. 2020​ to Apr. 2020](https://github.com/evoingram/VBProjects/tree/master/database" \t "blank)** [**Deployed Project**](https://nasasearchclone.now.sh/)[**Code on GitHub**](https://github.com/evoingram/nasaSearch) | **​** |

* React and Redux app clone of the images.nasa.gov library search website

|  |  |
| --- | --- |
| **[Prisoner Skills App](https://github.com/evoingram/VBProjects/tree/master/database" \t "blank)** **[Feb. 2020​ to Feb. 2020](https://github.com/evoingram/VBProjects/tree/master/database" \t "blank)** [**Deployed Project**](https://prisonerskillsapp.herokuapp.com)[**Code on GitHub**](https://github.com/evoingram/bw3) | **​** |

* React and Redux app to help match prisoners with specific skills to potential employers

|  |  |
| --- | --- |
| **[Transcription Management](https://github.com/evoingram/VBProjects/tree/master/database" \t "blank)** **[June 2017​ to Jan. 2020](https://github.com/evoingram/VBProjects/tree/master/database" \t "blank)** **Deployed Offline** [**Code on GitHub**](https://github.com/evoingram/VBProjects/tree/master/database) | **​** |

* Developed using Visual Basic for Applications, MS Access, and MySQL
* Transcript production workflow management
* Integrated with Office, Acrobat, and WinSCP libraries and several APIs such as CourtListener, Wunderlist, PayPal, OneNote, and others

[**Company Website**  **November 2019​ to Jan. 2020**](https://github.com/evoingram/VBProjects/tree/master/database) [**Deployed Project**](https://www.aquoco.co)[**Code on GitHub**](https://github.com/evoingram/newAQCWebsite)

* Made with LESS, JavaScript, HTML, and CSS
* Ranks in 90th percentile in Google PageSpeed Insights and first page results for "seattle transcription" in Google, page two for Bing/Duckduckgo

**Education**

|  |  |
| --- | --- |
| [**Lambda School**](https://lambdaschool.com/courses/full-stack-web-development)**,** **Remote Oct. 2019​ to Present**  [**Full Stack Web Development and Computer Science**](https://lambdaschool.com/courses/full-stack-web-development) |  |

Nine-month computer science and software engineering academy providing intense immersive curriculum in web development and computer science-focused topics such as JavaScript, HTML, CSS, Node, React, Redux, Python, Express, Git, SQL, Bootstrap, NPM/Yarn, GSAP, & Jest