



## FRONT-END DEVELOPER

### SKILLS

- Front-end Development
- React.js
- Responsive Development

### PROGRAMMING LANGUAGES

- HTML
- CSS
- JavaScript
- React

### TOOLS

- VS Code
- Git
- NPM

### LANGUAGES

- Dutch: Native
- English: Fluent

### HOBBIES

- Stained glass art
- Painting
- Kickboxing
- Riding motorcycle
- Traveling

### VITALS

Wilhelminalaan 202

2625 KK, Delft

T 06 29353650

E cindy\_verboog@hotmail.com

## EXPERIENCE

### FUGRO MARINE SERVICES

#### DATA PROCESSOR

JAN 2011 - DEC 2013

Processing data that is sent from the vessels into the Computerized Management System.

#### CMS ADMINISTRATOR

JAN 2012 - SEP 2019

Processing data from the vessels, writing procedures, monthly reports, using Crystal Reports and SQL to retrieve data from the system. Assisting in various projects.

#### EXECUTIVE SECRETARY

SEP 2019 - JUL 2022

Agenda management, travel management, event management, making PowerPoint Presentations, updating Intranet website, managing offices (workplaces), minuting meetings, writing procedures, letters and memos. Working within the branding guidelines.

#### EXECUTIVE SECRETARY (ONBOARDING FOCAL POINT)

SEP 2022 - PRESENT

Setting up the onboarding procedures and building an onboarding (and offboarding) website.

## EDUCATION

### GRAFISCH LYCEUM ROTTERDAM

GRAFISCH VORMGEVEN

Diploma - Yes

### SHECODES

SHECODES BASICS

Certificate - Yes

### SHECODES

SHECODES PLUS (JAVASCRIPT)

Certificate - Yes

### SHECODES

SHECODES RESPONSIVE

Certificate - Yes

### SHECODES

SHECODES REACT

Certificate - Yes