

Ivory Watkins

☎ (225) [REDACTED] | ✉ Ivory.watkins23@gmail.com | 📍 Baton Rouge, LA (Willing to Relocate)
🔗 [LinkedIn](#) | [GitHub](#) | [Portfolio](#)

Business management and software development professional with recent experience in disaster recovery, specializing in data analysis, risk assessment, and client communication. Proven ability to deliver accurate, actionable insights and build strong client relationships. Eager to leverage technical expertise, relationship-building skills, and adaptability to contribute to organizational growth in a dynamic new industry.

TECHNICAL SKILLS

Languages & Frameworks: JavaScript, Node.js, React, SQL, HTML, CSS

Tools & Platforms: Git, VSCode LiveShare, AutoCAD, Cisco, Microsoft Office Suite (Excel, PowerPoint, Outlook, SharePoint), Teams

Core Competencies: Analytical Thinking, Problem Solving, Troubleshooting, Adaptability, Communication (verbal, written, electronic)

CERTIFICATIONS

Fullstack Academy: Certified Software Engineer in Web Development (March 2024)

FEMA Independent Studies: (April-June 2024)

- 1000: Public Assistance Program and Eligibility
- 1001: Public Assistance Delivery Model Orientation
- 1002: FEMA Grants Portal – Transparency
- 1004: FEMA Site Inspection Process
- 1006: Documenting Disaster Damage and Developing Project Files
- 1007: Detailed Damage Description and Dimensions
- 1008: Scope of Work Development (Scoping and Costing)
- 1009: Conditions of the Public Assistance Grant
- 1011: Roads and Culverts
- 1012: Direct Administrative Costs
- 1013: Estimates and the Costing Estimating Format
- 1015: Insurance Considerations, Compliance, and Requirement
- 1016: Environmental and Historic Preservation Compliance for Public Assistance Grants

TECHNICAL PROJECTS

Digital Portfolio (HTML, JavaScript, CSS) – [View Project](#) (Sep 2025)

- Designed and developed a personal portfolio website to showcase professional journey and coding skills.

Puppy Bowl (React.js, API Integration, CSS) – [View Project](#) (Feb 2024)

- Integrated API data to display player profiles with create, delete, and detail view functionality.

Authenticator App (Node.js, Backend API, Secure Storage) (Mar 2024)

- Built a secure authentication system with push-based verification and encrypted key storage.

PROFESSIONAL EXPERIENCE

Data Validation Specialist - Thompson Consulting Services, Baton Rouge, LA

(April 2024 – August 2025)

- Performed quality assurance to clarify information, address discrepancies, and guide clients through FEMA Public Assistance processes.
- Reviewed and transcribed applicant documentation with high accuracy.
- Coordinated weekly site visits for secure file transport.
- Developed project narratives, force account labor/equipment records, and scopes of work.

Field Supervisor - Thompson Consulting Services, Baton Rouge, LA

(April 2023 - April 2024)

- Surveyed and documented local routeways for data administration.
- Led daily safety briefings and employee check-ins.
- Monitored disaster response equipment compliance.

Administrative Assistant (Intern) - WTAA Engineering and Consultants, Baton Rouge, LA

(March 2022 - August 2022)

- Organized confidential files and assisted clients in compliance with departmental guidelines.
- Provided professional communication and administrative support to staff and clientele.

Commissioner in Charge - State of Louisiana Secretary Clerk of Court, Baton Rouge, LA

(January 2014 - December 2024)

- Managed polling location operations, including machine setup and voter registration.
- Supervised election commissioners and assisted voters.

EDUCATION

Louisiana State University Web Development Bootcamp – Powered by Fullstack Academy

(January 2024 - April 2024)

Immersive software engineering coding bootcamp focused on mastering HTML and JavaScript foundations, front-end and back-end development, and databases.

Southeastern Louisiana University

(August 2018 - May 2021)

Bachelor of Arts in Business Management, Concentration in Entrepreneurship and Small Business Management

Baton Rouge Community College

(August 2016 - May 2018)

Pursuit of Technical Studies in Business