

Stephanie Obeytek

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As a Full-Stack Developer, I enjoy the creative license provided by Front-End design, but also appreciate the logic of Back-End.

Skills

- | | | | |
|-------------|--------------|----------|--------------|
| • HTML/CSS | • JavaScript | • Python | • PostgreSQL |
| • Bootstrap | • React | • NodeJS | • MongoDB |
| • JQuery | • Express | • Django | • Mocha |
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Experience

General Assembly

June 2018 to September 2018

Web Development Immersive Student

Chicago, IL

- 12-week training program dedicated to designing and creating secure web applications while also focusing on web development tools and best practices.
- Collaborate with peers on group projects.

Intertek

January 2015 to June 2018

Program Administrator

Arlington Heights, IL

- Analyze and evaluate data to complete steps necessary to provide solutions and close projects.
- Plan, implement, coordinate, monitor, and evaluate specific administrative programs as assigned.
- Maintain a high level of confidentiality, using discretion when necessary.
- Collaborate with other internal groups as required.

Dr Pepper Snapple Group

January 2012 to June 2014

Administrative Systems Support

Northlake, IL

- Provided accurate and appropriate information in response to customer inquiries.
- Provided detailed weekly and monthly departmental reports and updates to senior management.
- Created and maintained spreadsheets using VBA and advanced Excel functions to develop reports.

Tri Star Metals, LLC

November 2010 to January 2012

Office Administrator

Carol Stream, IL

- Troubleshoot and resolved internet connectivity and general software and hardware issues.
- Properly directed inbound calls in phone queues to improve call flow.
- Maintained records related to ordering, receiving, storing, and shipping material.

Cicero Manufacturing and Supply Company, Inc

April 2008 to November 2010

Office Manager

Glenview, IL

- Planned meetings and prepared conference rooms.
- Facilitated working relationships with co-tenants and building management.
- Maintained and coordinated executive and senior management vacation, day-to-day meeting and travel schedules.

Hester International / Re/Max Champions

January 2006 to March 2008

Office Manager

Riverwoods, IL

- Generated lists of properties that were compatible with buyers' needs and financial resources.
- Acted as a listing agent for brokers.
- Coordinated appointments with prospective buyers to showcase houses and plots.
- Assisted in developing marketing material for properties.