

Charlean Baxter

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<https://github.com/SunkissedQueen>

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Dear Prospective Collaboration:

"How" is the word that connects me to every accomplished task in my life. It is definitely the word that lead me to my current place in web development. Thank you for this opportunity to explain why my inquisitive, creative, compassionate approach would be a great addition to your team.

On the porch of a small shack in Mississippi is where my fascination for technology began. Mixtures of my grandmother's rocking chair creaking on the porch and her telling me to leave her radio alone were not loud enough to dampen my thoughts about that wondrous container of wires and batteries. That day I was determined to figure out how that radio operated and not to get in trouble with Granny. My hands went from that radio to completing various diversified technology projects in secondary education to being raised to honorably serve as an US Navy Nuclear Machinist's Mate. With the fast-paced military world, I would often ask myself, "How will I help my team to succeed?" My answers would be coupled with compassion, creativity, and a calm disposition; these innate traits kept me on the list in supervisory, team building, and mentorship roles. Life progressed, and soon I was a honorably discharged veteran, military wife, and mother. Being every ready to relocate for military obligations of my spouse, I took advantage of many career paths: Patient Access Representative, Respiratory Therapist, and Life Coach.

Diversity in my professional and personal life has certainly given me characteristics that would be beneficial to any team.

- Calm disposition. As a respiratory therapist, I would maintain a the respiratory care within a 260-bed hospital including an emergency room. Patients and staff would give compliments about my calm demeanor. I understood that I had to be the reassurance that not only was there someone to listen to the problem but also someone to provide a solution.
- Accountability. During my naval service, I was responsible for equipment that was not only worth millions of dollars but also crucial to the livelihood of those around me. This understanding was my reason to stay abreast of the proper procedures, to volunteer in the tougher maintenance assignments, and to train my division of 100 sailors to see the value in their roles.
- Goal driven. "Leave a place better than how you found it." This quote is my mission wherever I plant my feet. I strive to add value to my team. For instance, as an intern within the medical office administration, I noticed that there were no templates for correspondence. I created a letterhead, templates for invoices, claims, and prospective clients. These actions increased productivity by 25% and allow the timely processing of claims in the private doctor office. The medical director was so impressed that she made a temporary position to hire me as I searched for full time employment.

"How" has been the beginning to many mind-blowing events in my life. Answering those "hows" is my gift to the team, my connection to success, and the reason you should contact me. I would love to meet with you at your earliest convenience. Please send an email to baxtercm@outlook.com or call (619)886-1321. Thank you for your time and attention, and I look forward to hearing from you soon.

Yours sincerely,

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PROGRAMMING SKILLS

Languages:

- Ruby, JavaScript, HTML, CSS, SQL

Framework/Libraries:

- React, Rails, Node.js

Version Control:

- Git

Databases:

- PostgreSQL, Active Record

Testing:

- JEST, RSPEC

SOFT SKILLS

- Love of learning, accountability, creativity, maintain pleasant and professional demeanor in high stress environments, empathy, optimism, compassion, curiosity
- fast learner, critical thinking, teamwork, adaptability, flexibility, prioritization, active listening,
- leadership, negotiation, multitasking, attention to detail, conflict resolution

EDUCATIONAL BACKGROUND

Bachelor of Science in Applied Technology, Minor in Nuclear Engineering

Thomas Edison State College, Trenton, NJ

Associate Degree in Respiratory Therapy

Concorde Career College (CCC), San Diego, CA

Technical Certificates

- Medical Office Administration
- Medical Billing and Coding Specialist

Military Certification

- Naval Nuclear Propulsion Plant Operator
- Command Trainer
- Navy Counselor/Recruiter

Summary

Full stack web developer with strong analytical and communication skills. Dedicated to discovering, developing, and implementing creative solutions to complex web application challenges. Diverse background in engineering, problem solving, and collaboration.

WORK HISTORY

Full Stack Web Developer Student

Learn Academy

Aug 2021 - Present

- Completed over 500 hours direct coding experience individually, in pair programming, and in mob programming
- Acquired proficiency in constructing React, Ruby, and Javascript applications
- Utilized test driven development with databases
- Created applications with semantic, responsive, and cross-browser front-end development
- Executed back-end development work independently and collaboratively for a positive and efficient UI/UX design
- Worked with agile development methodologies, adhering to best practices and pursuing continued learning opportunities
- Collaborated across time zones via Slack, GitHub comments, documents, and frequent video conferences

Other Professional Experiences

Life Coach, Patient Access Representative, Respiratory Therapist, Honorably Discharged Navy Nuclear Machinist's Mate

June 1998 - Present

- Checked and documented every aspect of a product in development to ensure it is both functional and safe
- Facilitated the sourcing, screening, employment negotiations of candidates in the interview process
- Utilized Microsoft Office and data entry systems to perform administrative tasks with high efficiency
- Supervised operations, advanced maintenance and testing, and training for personnel assigned to machinery divisions Drafted correspondence, developed administrative programs, performed risk management, repaired and maintained equipment, and performed work critical to the movement of naval tactical and strategic forces
- Interacted with a diverse range of consumers and colleagues
- Consulted with physicians and other healthcare staff to help develop and modify individual patient care plans
- Provided complex therapy requiring a great deal of independent judgment
- Supported goal-setting, personal growth, and behavior modification of clients