
Valiana Josic

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Github : <https://github.com/ValianaJosic> | Portfolio: www.valianajosic.com

Summary

Web Developer with 9 years hospitality and administration background. Experience with HTML, CSS, Javascript, React, Ruby, and Ruby on Rails. Skills include Front End Web development, team work, and research.

Skills

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|---|---|---|
| <ul style="list-style-type: none">• HTML, CSS, Javascript, React, Ruby, Ruby on Rails, command line, Git, Heroku Databases- SQL, PostgreSQL, Ruby Gems, Bootstrap technologies, InVision• Data entry | <ul style="list-style-type: none">• Filing• Inventory• Leadership training• Microsoft Dynamics• Customer Service• Office | <ul style="list-style-type: none">• Excel• Hospitality• Reception, Phone Handling• Research• Scheduling |
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Education and Certifications

Dec 2019 Wyncode Academy - MIAC35

- Full Stack Web Developer
- Skills Learned: HTML, CSS, Javascript, React, Ruby, Ruby on Rails, command line, Git, Heroku Databases- SQL, PostgreSQL, Ruby Gems, Bootstrap technologies, InVision

Complete 350 hours of staffed learning, write 5,000 lines of code, and graduate as a full stack developer. The program teaches JavaScript, React, Ruby, Ruby on Rails, HTML, and CSS.

Oct 2013 Microsoft Certified Professional

- Microsoft Certified Professional Certification Number: E403-5647 Achievement Date: 10/03/2013 Certification/Version: Microsoft Certified Professional
- Microsoft Specialist Certification Number: E403-5646 Achievement Date: 10/03/2013 Certification/Version: Microsoft Dynamics NAV
- Microsoft Certified Technology Specialist Certification Number: E396-2699 Achievement Date: 09/23/2013 Certification/Version: SQL Server 2008, Implementation and Maintenance

- Microsoft Certified Dynamics Specialist Certification Number: E409-5960
Achievement Date: 08/29/2013 Certification/Version: Microsoft Dynamics NAV

Jan 2009 Miami Beach Senior High School - Miami, FL

- High School Diploma

Project : <http://thais.herokuapp.com/>

Experience

1 Hotel South Beach - Miami Beach, FL
Lead Hostess/Culture Coach

Oct 2017-2020

- Managed restaurant operations as leadership training/ Point person for providing discount, voids, comps, for quality assurance
- Controls cabana reservations for three pools and lead contact for guest recovery casualty control
- Tracking of over 300 guests, seating, and towel inventory; excel sheets / Reports
- Conduct morning stand ups to communicate and inform team on daily initiatives and feedback

Morgans Hotel Group Co – Miami Beach, FL
Office Coordinator

Apr 2011- Oct 2017

- Proficiency in hospitality administration programs such as; Opentable (restaurant reservations), Epitome and Opera (Hotel reservation) , GoConcierge (Regarding amenities for guests), HOTSOS (Hotel communication system), Celopay (credit card authorization system) Micros
- Curated documents and feedback to senior management and team
- Assign tasks to room attendants, resolves discrepancies, Execute guest requests, Process payments

Regal Entertainment Group — Miami , FL
Customer service representative &
Intern Jay Rothlein Law Firm

Dec 2009- Apr 2011

- Reception, phone attendance, meeting scheduling, case filing and organization, legal case research, analysis and opinion presentation
- Responsible for theater customer service such as; box office, accountable for \$2000 + daily cash. Guests service desk 4-line phone handling, computer data entry