

ADRIAN REYES

Austin, TX | P: 956-351-1160 | reyesadrian34@gmail.com | www.linkedin.com/in/adrianreyes1975

EXPERIENCE

KIPP Paseo Preparatory – Austin, Texas

Acceleration Teacher, Student Support

Jan 2021 – Current

- Worked with students daily to help them understand concepts in both English and Math, all in effort to achieve weekly goals.
- Worked closely with a team to develop ways of better incentivizing students to consistently meet weekly goals while also actively engaging with the lecture content.
- Created and designed trackers on excel and google sheets to efficiently manage and analyse data.

Trust Consulting Group – Austin, Texas

Partner Advocate

Jan 2019 – Jan 2021

- Provided clients with a platform where they could easily onboard new employees and manage new hire information (e.g. W4 forms, I9 forms, etc.)
- Created QR codes in order to expedite the application process for employees.
- Identified steps to maximize work opportunity tax credits for clients.
- Helped transition clients to our platform in order to completely overhaul and reshape their business from paper to electronic. Provided consistent tech support via phone, web meeting and email.
- Worked with HTML, CSS, and DOM on the company's website to optimize user experience.

LEADERSHIP

KIPP Austin - Austin, Texas

Year One Founder

Jan 2021 – Current

- Aside from my duties in the classroom, I spearheaded the collaboration of my school with acceleration teachers and department heads from other KIPP Austin schools to develop systems of efficiency as a data driven school.
- Helped raise student engagement with the source material from 30% on a week to week basis to 90%, making our school the most engaged in reading and writing.

Trust Consulting Group - Austin, Texas

Onboarding POC

June 2019 – Jan 2021

- As the point of contact for anything onboarding related, I assisted clients whenever they needed one of their employee handbook policies reformatted or updated. Worked closely and efficiently on Adobe Acrobat, as well as our own platform to translate handbooks from English to Spanish.

EDUCATION

The University of Texas Rio Grande Valley – Edinburg, Texas

May 2018

Bachelor of English, Creative Writing

Minor of Business Administration

Austin Community College - Austin, Texas

In - Progress

Bachelor of Applied Science, Computer Science

ADDITIONAL

Technical: JavaScript, Python, C++, HTML, CSS, git, GitHub, VS Code, Visual Studio, Dev C++, Sublime text, Adobe Acrobat, Adobe Photoshop, Microsoft Office, Google Drive, Dropbox, Wordpress, Insightly, Asana.

Languages: Fluent in both Spanish and English.

Category: Coding portfolio (I.e simple programs I've worked on and a static website I've built) can be provided at employer's request.