

# Alexis Owens

a.bolton823@gmail.com | (706) 201-7575

## SUMMARY OF QUALIFICATIONS

Computer Science graduate, small business owner, and freelance web designer with extensive hands-on experience managing websites, creating digital content, and using analytics to guide user engagement. Skilled in content management systems, data-driven decision making, and translating technical information into clear, user friendly experiences.

## EDUCATION

**Georgia State University**, College of Arts & Sciences

***Bachelor of Science in Computer Science***

**Graduated May 2024**

Major GPA: 3.24/4.00

- Financed 90% of college expenses through full-time employment and HOPE Scholarship

## TECHNICAL SKILLS

- **Operating Systems:** Windows, macOS, and Linux
- **Languages:** Java, JavaScript, Python, PHP, and SQL
- **Web/Tools:** HTML, CSS, MySQL, WordPress, Wix, Squarespace, Microsoft Office/Google Suite, Visual Studio, and CapCut

## PROJECTS

### **Roofing Company Website**

*Freelanced Project - January 2024*

- Administered and developed a small business website using Wix, HTML, and JavaScript.
- Implemented content management workflows to support ongoing updates.
- Monitored and analyzed website performance using analytical tools.

### **Brazilian Jiu Jitsu Nonprofit Website**

*Freelanced Project - December 2025*

- Designed and administered a nonprofit organization website using SquareSpace and JavaScript.
- Structured site content to support program information, community engagement, and donations.
- Maintained and updated content while monitoring site engagement and performance metrics.

## RELEVANT EXPERIENCE

### **Founder & Digital Content Manager**

*BunsOut Bakery LLC.*

**October 2021 – Current**

- Managed and maintained business website and digital platforms to ensure accuracy, usability, and timely updates.
- Created and published digital content aligned with brand goals and audience engagement.
- Used analytics tools to track website traffic, user behavior, and content performance.
- Adjusted content strategy based on performance metrics and engagement trends.