**Anahita Firoozi**

San Jose, CA **∙** (408)-396-0011**∙** firoozi.anahita@yahoo.com

Fully Work Authorized **∙** No Visa Sponsorship Required

**PROFESSIONAL SUMMARY**

Dynamic and creative recent college graduate with an AS in Computer Information Systems-Web Development from San Jose City College. Aiming to use my knowledge of JavaScript, HTML, CSS, and PHP to satisfy the UI Developer at your company.

**Key Skills**

* JavaScript
* HTML
* CSS
* React
* PHP
* jQuery
* Node
* English and Farsi

**PROFESSIONAL EXPERIENCE**

**Industrial Project Management of Iran,** Tehran, Iran

*Industrial management organization dedicated to providing management and engineering services with 100+employees*

**Marketing Specialist** **11/2013 - 12/2016**

* Provided bid information to increase the chance of winning by 50% by compiling information from multiple departments
* Explored business opportunities using internet search engine and press to increase bid opportunities
* Participated in local media events, civic and professional group meetings, client industry trade associations and community activities to enhance company image and develop relationships
* Assisted in coordination of large events including annual oil industry conference for 45 companies
* Worked with leadership, technical staff, and other marketing team members to generate proposals, presentations, and other marketing collateral in alignment with business priorities

**Administrative Assistant 5/2007 – 11/2013**

* Greeted and welcomed all visitors with professionalism and courtesy
* Oversaw and answered all incoming phone calls on multiple lines
* Performed basic bookkeeping, filing, typing, copying, binding, and scanning
* Maintained contact lists and up-to-date employee holidays and time off records
* Organized and scheduled meetings and appointments, maintained meeting rooms

**ADDITIONAL WORK EXPERIENCE**

**Intern**

**Easy-Donate**, San Jose, CA  **2022**

* Developing beautiful Android and iOS applications using Flutter

**Care Provider**

**Customer Senior Care,** San Jose, CA **4/2018 - Current**

* Support clients in a friendly and congenial manner by taking them to appointments and supporting their daily needs

**EDUCATION**

**Associate in Science (AS), Web Developer 2021**

San Jose CityCollege, San Jose, CA

**Bachelor of Science (BS), Biology 2005**

Indiana University, South Bend, IN

**PROFESSIONAL DEVELOPMENT/AFFILIATIONS**

**Back-end web development,** MEDA, San Francisco, CA **2020**

**Front-end web development,** MEDA, SanFrancisco, CA **2020**

**Python Computer Programming,** Silicon Valley Polytechnic Institute, San Jose, CA **2019**