



AB

ANDIE BOURGEOIS

(469)544-2546 | FRISCO, TX
ANDIEBOURGEOIS.COM

OBJECTIVE

Life-long curious mind, have a special love for the business world. Currently seeking to expand my horizon to the tech world through a front-end or UI/UX developer position. Experienced with full stack development and complete fluency in French.

EDUCATION

SOUTHERN METHODIST UNIVERSITY

JAN. 2018

Full Stack Web Development Certificate

Coding Bootcamp

Skills learned: project management, team management, version control merges/conflicts solving, debugging, code refactoring, pair programming, web application research and design

COLLIN COLLEGE

2019

AA Applied Science

Business Field of Study

Related Coursework: Change Management, Organizational Behavior, Negotiations and Conflict Management, Principles of Marketing, Business Ethics

CORE COMPETENCIES

- Time management
- Client relationship communication
- Sense of leadership and mentorship
- Negotiating skills
- Risk mitigation
- Personal organization
- Quality control
- Critical thinking

TECHNICAL SKILLS

Front-End: HTML, CSS, Materialize, Bootstrap, JavaScript, jQuery, AJAX, React/JSX

Back-End: Node.js, Java, Mongoose, Express, other node modules

Databases: MySQL, MongoDB, Firebase

Software Suites: Microsoft Office; Adobe Photoshop, Illustrator, Acrobat

Version Control: Git/GitHub

Development Editors: Brackets, Atom, Visual Studio, Sublime

Application Platforms: Heroku

Conceptual Frameworks: APIs, ORM, MVC



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ANDIEBOU

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EXPERIENCE

MORTGAGE CONTRACTING SERVICES ASSET PRESERVATION COORDINATOR

06/2017 – PRESENT

- Deed In-Lieu/Cash for Keys assignment, in-field vendor support, pre- and post-procedure coordination, completion review & release and reporting to client. Includes daily reporting
- Responsible for client's FHA loan properties eviction process including: assignment, in-field vendor support, pre- and post- procedure coordination, special client request coordination and assignment. Include daily reporting and follow-up
- In charge of escalated issues between vendor, MCS and client, regarding DIL, CFK and Evictions
- Responsible for pending invoices appeals and cross-checks, rebills, client line of business approvals and invoice approval research , chargeback and invoice adjustments for entire client team. Includes internal daily reporting
- First-time vacant procedures and vacant properties preservation assessments per industry regulations and standards

K.I. WEDDINGS

03/2013 – 10/2013

LEAD EVENT COORDINATOR – INTERN

- Establish event timelines, budget, event design vision and vendor choice with upscale clientele
- Reach out to favored vendors, in or outside of internal vendor network, and come to a negotiation front to provide deluxe services to clientele, following client's budget and timeline restriction
- Market to target audience via social media, word of mouth and networking events

ULTRAMAR

2007 – 2008

INVENTORY REPRESENTATIVE ASSISTANT

- Control petroleum product inventories for gas stations and cardlocks for Quebec, Ontario, and Atlantic provinces.
- Responsible for daily and monthly reconciliation of inventories in SAP.
- Production of a monthly report of variances.
- Assist in the analysis of possible causes for variances and intervene with involved departments, if necessary, including environment and engineering departments.
- Assist other departments in fulfilling tasks promptly needed such as: accounts payable, accounts receivable, chargebacks and more

**ANDIE.BPATEL@GMAIL****ANDIEBP****469.544.2546****ANDIEBOU**