

KG

# KEVIN GRIMALDI

IT MANAGER / WEB  
DEVELOPER

## CONTACT INFO.

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Web Portfolio   
anthgrimk.dev





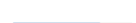




## EDUCATION.

**MERN Full Stack Dev.** ●  
2022 - 2022  
MIT

**Engineering Associates** ●  
2020 - 2021  
SCCC

**Business Engineering** ●  
2016 - 2018  
ESEN

## MY SKILLS.

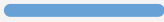
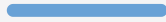
Web Design   
HTML   
CSS   
JavaScript   
MERN   
ASP.NET   
VBA   
IT Management   
Administrative 

## PROFILE INFO.

MIT - MERN Web Development graduate.  
Passionate about new technologies. Results and  
quality oriented. Always willing to learn new  
skills and help the ones around me.

- Graduated in Web Development.
- IT Management Experience

### My Language

English  Spanish 

## WORK EXPERIENCE.

**2021 - 2022**

### IT Manager - Sterile Services Co.

- Review ISO 27001, and ISO 9001 policies with the help of the ISO Team
- Develop programs and prototypes for internal use
- Oversee SaaS development with the Development Team
- Develop task automations as needed
- Complete Monthly and Weekly Administrative Tasks.

**2021 - 2021**

### Prototype Developer - SmarTech IT

- Web Application Development using ASP.NET, HTML, CSS, JavaScript, SQL Server, and bootstrap

**2020 - 2021**

### Outreach Coordinator - Catholic Charities of LI

- Reach out to target communities, organizations, and partners
- Design and create flyers with information about the program
- Design and create presentations for workshops, and meetings as needed
- Coordinate the monthly activities, workshops, and projects for the program
- Assist Program Supervisor in monthly tasks

**2020 - 2021**

### Program Assistant - Catholic Charities of LI

- Keep track of weekly administrative tasks
- Automate client's database for reporting purposes
- Assist Program Supervisor and Outreach Coordinator in monthly tasks

## VOLUNTEERING EXPERIENCE

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**2018 - 2019**

**Assistance to Event Coordinator - Catholic Charities of LI**

- Assisted in various tasks during workshops or celebrations

**2017 - 2018**

**Math and English Tutor - Switch El Salvador**

- Provided recreational activities to homeless kids and orphanages
- Coordinated English and Math classes to give to the clients

**2017 - 2017**

**High School Tutor - San Salvador Municipality, El Salvador**

- Coordinated classes: Math, Social Studies and Science
- Gave classes to young adults looking to finish High School

**2017 - 2017**

**Event Coordinator - HOPE El Salvador**

- Provided recreational activities to kids with cancer
- Coordinated events for the clients and foment team work

**2016 - 2017**

**Assistance to Coordinator - TECHO, El Salvador**

- Helped people to complete their Census
- Helped on the construction of transitional houses for families in need

## PERSONAL ACTIVITIES

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**2020**

**Coordinator and Founder - GiveAndRepeat**

- Made fundraisers
- Bought food supplies and delivered to families in need and affected due to the pandemic

