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| alicia villegas  [avillegas1717@outlook.com](mailto:avillegas1717@outlook.com)  [aliciavillegas.net](http://aliciavillegas.net)  913-364-7026  www.linkedin.com/in/alicia-m-villegas | full stack developer |

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| **.NET Core MVC Framework**  **Full Stack Web Application Design**  **C# Fundamentals**  **JavaScript** | **Database Management**  **Unit Testing**  **Software Development Lifecycle**  **Agile Scrum Methodology** |

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| **TECHNICAL AND PROFESSIONAL SKILLS** |
| Front End: HTML5, JavaScript, jQuery, jQuery UI, CSS3, Responsive/Mobile Web Development, Bootstrap, ReactJSMiddle Tier: C#, .NET Core MVC, LINQ, EF, Razor PagesBack End: ADO.NET, SQL, SQL ServerTools: Azure Data Studio, Visual Studio, Visual Studio Code, SSMS, Git BashProfessional Skills: Empathy, Collaboration, Active Listening, Adaptability, Team Management, Business Management, Customer Service, Leadership, Inventory Control, Organization, Marketing, Sales, Troubleshooting, Critical Thinking, Communication, Project Management Fundamentals, Teamwork, Pair Programming |

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| **INDEPENDENT DEVELOPMENT PROJECTS** |
| * **Personal Site:** <http://aliciavillegas.net> * **StoreFront**: Created a secure application for managing product data. Application is built to simulate an online store front with a shopping cart. Administrators have the ability to manage product, category and vendor data. * **S.A.T. Scheduling Administration Tool:** Created a secure application for managing product data. Application is built to simulate an online class scheduling system.  Administrators will have the ability to manage students, courses, scheduled classes, and enrollments. * **Administrative Dashboard Intranet Application:** Worked as an engineering team utilizing SCRUM methodologies to develop an administrative intranet application that allows authorized staff to manage company records. This is a fully responsive MVC site with a relational database from Microsoft SQL Server. |

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| **TECHNICAL TRAINING** | |
| **Full Stack Coding Program**, Centriq | Anticipated Graduation 12/2023 |
| *Core Competencies:*   * .NET Core MVC Framework * Troubleshooting & Debugging * Source Control * Agile/Scrum (Created Team Project) * Website Deployment * Pair Programming   Code Review | |

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| **WORK EXPERIENCE** |

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| **Data Entry Specialist**, LC Distributors, Inc.  Kansas City, MO | 01/2023 - 09/2023 |
| * Accurately compiled, sorted and input data for over 80 stores. * Provided administrative support for warehouse employees, and occasionally for Area and Store Managers. * Processed E-Commerce shipments and handled customer service issues. | |
| **Office Manager**, Prime Accounting Solutions LLC  Shawnee, KS | 09/2022 - 01/2023 |
| * Responsible for all accounts receivable/payable duties and maintaining accurate records. * Assisted in accounting duties such as reviewing client information, reviewing tax documents, managing completion of returns, and performing e-file verifications. * Strategized and implemented improved office procedures with senior management to provide a well-organized workspace for employees, as well as ensuring all client needs are addressed and taken care of in a timely manner. | |
| **Insurance Producer**, American Family Insurance  Lansing, KS | 10/2021 - 06/2022 |
| * Worked side by side with agency owner to maximize client acquisition strategies. * Developed strong client relationships with centers of influence for optimal networking to increase marketing strategies. * Tailored insurance proposals to find the most cost-effective way to maximize coverage based on client's needs. * Adhered to all federal and state compliance rules regarding client sensitive information as well as proper licensing regulations. | |
| **Caregiver,** Helpers Inc  Lansing, KS | 07/2020 - 09/2023 |
| * Provided dignified care to a traumatic brain injury patient. * Organized regular meetings with the education board, teachers, medical experts, and take necessary action based on outcomes. * Collaborated with medical teams regularly to monitor progress and establish comprehensive plans to reach desired goals to optimize patient’s quality of life. * Assisted patient in graduating High School on time and moving to a new city and home to live an independent life, despite setbacks due to brain injury. | |
| **Store Manager**, Cirillas DBA Kansas City Gifts LLC  Kansas City, KS | 05/2018 - 07/2021 |
| * Managed a team of 5 employees who took care of a variety of organizational functions with customer service at the forefront. * In charge of hiring and training employees in all areas including customer service, sales, inventory stocking, maintenance, and safety. * Mentored and promoted 2 employees to management positions at different   retail locations.   * Ensured maximum efficiency in meeting sales goals based on business needs and sales trends, by maintaining proper inventory levels and implementing purchasing plans. * Met all responsibilities for accounts receivable/payable including maintaining accurate receipts, and collecting and depositing payments. * Defined and implemented a formal product knowledge development process by empathizing with client base, resulting in an increase in sales. * Executed company policies, procedures, and safety standards to ensure the proper cleanliness of the store and safety of the employees. | |
| **Additional Role Held**  **Studio Manager,** Lifetouch National Photography  Kansas City, KS | 09/2013 - 04/2018 |