

EXPERIENCE

Software Engineer Intern

CleverCounsel | Remote | May 2020 — June 2020

Full stack intern on a team of 6 responsible for designing, building, and testing new features and implementing solutions for identified bugs. Tech stack included Python, Flask, MySQL, JavaScript, React.js.

- Designed and built the password reset feature, including all backend endpoints, email integration using AWS Simple Email Service, and frontend React components.
- Diagramed the frontend component hierarchy and presented the frontend landscape to a team of backend engineers.
- Translated newly requested database tables into SQLAlchemy models
- Utilized Git and GitHub issues, created branches, opened pull requests, and got exposure to squashing and merging.
- Created OCR functionality with Tesseract, allowing conversion of a pdf file to image and ultimately the extraction of text to an output file.

Senior Analyst Work-Study Program

UC Berkeley | Berkeley, CA | June 2016 — November 2019

Managed the Federal Work-Study Program administered by the Financial Aid and Scholarships Office. Served as the functional subject matter expert for work-study and software systems pertaining the program.

- Successfully managed the program through two system migrations.
- Rewrote business procedures / processing schedules and constructed new functional workflow diagrams.
- Recommended policy and procedural changes based on research and thorough knowledge of system limitations and capabilities.
- Conducted classroom and virtual training to over 200 colleagues.
- Collaborated on design, testing, and implementation of systems and applications supporting the successful administration of the program.

Director of Student Financial Services

The Art Institutes | Tampa, FL | July 2014 — June 2016

Executive leader of the Student Financial Services Department, overseeing campus financial aid operations and a staff of 5. Supported undergraduate enrollment and retention with an emphasis on operational efficiency and compliance. Demonstrated leadership in administering financial aid through timely collection of aid and compliant files/audits.

- Served as a member of the campus executive committee.
- Consistent timely processing and disbursement of over two million dollars in funds each quarter, exceeding 90% paid goal.
- Successful compliance audits with zero findings.

EDUCATION

Rithm School

Full Stack Web Development Bootcamp
San Francisco, CA | June 2020

University of South Florida

BA in Psychology | Minor in Communication
Tampa, FL | December 2009

TECHNICAL SKILLS

Languages:

JavaScript, Python, SQL, HTML, CSS

Frameworks & Libraries:

Express.js, Flask, React, Redux, jQuery, Jest, Bootstrap

Database Management Software:

PostgreSQL, MySQL

UC BERKELEY PROFESSIONAL AWARDS

Chancellor's Outstanding Staff Award | 2019

Student Affairs Achievement Award | 2019

Student Affairs Spot Award | 2017

PERSONAL PROJECTS

Jobly

Job search and application mock site
React | Node | Express | PostgreSQL
View [Demo](#) | View [GitHub](#)

Financial Aid Officer

The Art Institutes | Tampa, FL | August 2010 — July 2014

Provided counseling and guidance to current and prospective students on obtaining federal, state, and institutional financial aid. Analyzed students' financial need and eligibility for aid programs and prepared aid packages in accordance with regulations. Evaluated appeals and recommended professional judgment determinations on a case-by-case basis.

Loan Coordinator

The Art Institutes | Tampa, FL | January 2010 — August 2010

Managed student loan exit interview process for students who ceased enrollment. Provided counseling and guidance to student and parent borrowers, following federal requirements and the school default management plan. Managed the campus Federal Work-Study Program awarding and reconciliation.