

Bailey Costin

<https://github.com/bdcostin>
<http://www.baileycostin.com/>

bailey.costin@gmail.com
(910) 233-4244

Technical Skills:

Python | Django | JavaScript | jQuery | HTML5 | CSS3 | SQLite | PostgreSQL | APIs | Heroku | AWS | MS Office Suite

Related Experience:

Momentum Learning, Inc. February 2019 – May 2019
Software Developer Durham, NC

- Practiced full-stack web development with Python (Django web framework), JavaScript, HTML5, and CSS3
- Utilized object-oriented programming with Python
- Integrated APIs into web applications
- Deployed applications to the web using Heroku and S3
- Applied principles of agile software development and used Git version control to develop web applications with other student developers

Tillman, Whichard & Cagle, PLLC July 2017 – February 2019
Senior Paralegal (40+ hours per week) Chapel Hill, NC

- Drafted various estate planning documents for two attorneys
- Managed administration of over 50 estates at a time
- Performed trust and estate accountings
- Collaborated with attorneys to manage a 501(c)(3) private foundation with 11 million dollars in assets
- Functioned as the primary point of contact for clients, CPAs, financial planners, and various other entities
- Filed documents at the courthouse, maintained filing system, researched state statutes, billed clients, scheduled appointments, and performed other office administration task

The Forest Foundation – Nonprofit 501(c)(3) January 2016 – May 2016
Green Tracks Program Intern (10 hours per week) Durham, NC

- Wrote grants and managed a crowdsourcing campaign for a green job-training program for at-risk youth and ex-offenders
- Facilitated grassroots organization in low-income communities

Leadership:

Undergraduate Fellow at The Parr Center for Ethics Spring 2016 – Fall 2016

- Coordinated and assisted with day-to-day activities; i.e., researched grants, planned events, and worked as a moderator in the National and NC High School Ethics Bowls

Certifications:

UNC Business Essentials Certificate October 2018

Kenan-Flagler Business School, The University of North Carolina at Chapel Hill

- Covered key business principles: accounting, economics, finance, marketing, operations, and communication

North Carolina Notary Public: My commission expires September 12, 2022

Education:

University of North Carolina at Chapel Hill December 2016

B.A. in Philosophy, Political Science | Minor in Philosophy, Politics, and Economics (P.P.E.)

Honors: *Distinctions*; Pi Sigma Alpha – Political Science Honors Society

Personal:

I enjoy hiking with my puppy, photography, and following political news