

# Brianna Hebeler

Toms River, NJ 08755

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[LinkedIn](#) | [GitHub](#) | [Portfolio](#)

## Summary

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Passionate Full Stack Software Developer with a background in Customer Service looking to utilize technical and soft skills in a Jr. Software Developer role. Having created over seven applications in the Rutgers University project-focused coding bootcamp, she has gained the necessary skills needed to excel in a software development environment. Through the use of strong communication, time management, and a drive for results, she is effective at creating user-friendly applications.

## Skills

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### Technical

HTML, Advanced CSS, Bootstrap, Responsive Design, GitHub, GIT, Javascript, jQuery, AJAX, Node.js, API integration, JSON, Microsoft Suite (Word, Excel, PowerPoint, OneNote, Outlook), Google Suite (Docs, Slides, Sheets, Calendar), Apple iWork (Pages, Numbers, Keynote), MyEmma Marketing, Adobe Acrobat, Canva

### Competencies

Team focused, individually driven; Strong communication; Time management; Drive for results; Analytical skills; Detail oriented; Customer focused; Learning agility; Self-awareness

## Applications Built

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### Look4ward2It | [GitHub](#) | [Deployed Link](#)

- Along with three other project partners, developed a customizable calendar application that finds upcoming events based on users interests
- Responsible for building both calendar views, integration of quote APIs, Rick & Morty theme, and front-end cleanup
- HTML, CSS, Javascript, jQuery, AJAX, Bootstrap, Moment.js, and multiple APIs integrated for access to quotes, jokes, sports databases, movie databases, and NASA

### Work Day Scheduler | [GitHub](#) | [Deployed Link](#)

- A simple calendar application that allows the user to save events for the day to a color and time coded daily schedule
- Responsible for building the planner, creating the color-coded functionality, and saving the users input for each timeslot in local storage for retrieval on page reload
- HTML, CSS, Javascript, jQuery, Moment.js

### Password Generator | [GitHub](#) | [Deployed Link](#)

- A password generation application that allows the user to select different password criteria and generate a randomized password at the push of a button
- Responsible for creating the functionality of the password generator through the use of user input to determine password criteria
- HTML, CSS, Javascript

## Education

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### Rutgers, the State University of New Jersey, New Brunswick, NJ

Certification in Progress: Rutgers Coding Bootcamp - Javascript Full Stack Web Development

2020 – 2021

- An intensive 12-week full stack web development bootcamp dedicated to designing and building web applications
- Built 7+ applications
- Skills learned consist of HTML, CSS, Bootstrap, Javascript, jQuery, DOM manipulation, Node Js, AJAX, API integration

### Liberty University, Lynchburg, VA

B.S., Business Administration

GPA: 3.25

2017 – 2019

## Professional Experience

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### Spa Virtue

Toms River, NJ

#### Spa Manager

January 2020 – March 2020

- Motivated the team to meet and exceed daily, monthly, and company-wide goals
- Cash Flow Management
  - Goal planning
  - Short/ long-term budgeting setting
  - Cash inflow/ outflow tracking
  - Responsible for weekly updates of projected vs. actual number comparison
  - Analyze cash flow plan to make resource allocation decisions
- Track and analyze short-term business KPI's
  - Productivity percentage
  - Pre-reserve percentage
  - Customer satisfaction
  - Service/ retail sales
- Analyze reports to track long-term business KPI's
  - Frequency of visit
  - Client retention
  - Average service generated per productive hour sold
- Human Resource Functions
  - Assist in the hiring decision process
  - Manage new hire onboarding and training to help them learn the business operations and company culture
  - Responsible for employee accountability including performance discussions, and when necessary termination
  - Created and continuously updated Spa Coordinator manual to be used by every onboarded employee
  - Assisted in creating and maintaining the employee handbook
- Responsible for monthly employee schedules to ensure optimal allocation of resources
- Manage planning, organization, and marketing of spa promotions, events, and team outings
- Lead monthly team meetings to communication spa performance, action items, and goals
- Responsible for Spa Coordinator duties as needed
- Oversees all ongoing initiatives

#### Spa Coordinator

August 2019 – January 2020

- Managed all front desk operations: point of sale, customer scheduling/rescheduling, assisted customers over the phone, and maintained visual standards for the spa
- Assisted in onboarding and training new employees
- Partnered with team in opening and/or closing the business
- Assisted in the planning, organization, and marketing of spa promotions and events
- Responsible for marketing content and social media management
- Managed retail and office inventory

### Aurelio Salon

Toms River, NJ

#### Head Salon Coordinator (Assistant Manager)

October 2016 – October 2017

- Implemented and managed new hire onboarding program for all new hires to learn the business and company culture
- Developed training materials as needed for customer service behavioral training
- Created schedules for employees to ensure the business was functioning with high standards and accountability
- Motivated the team to meet and exceed daily, weekly, monthly, and quarterly personal and company-wide goals
- Analyzed reporting data to communicate business trends to owners
- Conducted employee evaluations and provided performance reporting on employees
- Contributed to retail marketing through social media initiatives as well as store initiatives to meet retail sale goals
- Opened and closed the business on a daily basis
- Assisted in the planning and organization of salon promotions and events
- Managed product orders to maintain and purchase inventory
- Facilitated weekly, monthly and yearly inventory and supply orders
- Participated in the recruiting and hiring process

- Assisted in onboarding and training new front desk team members
- Managed all front desk operations: customer scheduling/rescheduling, assisting customers over the phone, maintaining visual standards for the salon
- Maintained company standards by providing new customers with a tour of the facilities
- Partnered with team in opening and/or closing the business

**Primark**

**Freehold, NJ**

*Retail Supervisor*

July 2016 – September 2016

- Supervised the cash registers, fitting rooms, and/or sales floor while consistently motivating the team
- Managed and created each employees' daily schedule to ensure proper coverage of all working areas
- Partnered in training sales associates to perform daily tasks

**Target**

**Howell, NJ**

*Guest Service Specialist*

July 2014 – July 2015

- Managed all guess returns, bill payments, and answering any customer questions/concerns
- Developed and maintained an organization system for returned products, creating a more efficient system
- Trained new cashiers and guest service specialists