

Catherine Collins

Junior Web Developer

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EXPERIENCE

KCI Coding — *Web Developer*

April 2022 to February, 2023

- Creating websites
- Effective use of HTML, CSS, Javascript, and Bootstrap
- Accurate data entry
- Problem solving
- Working with team members to overcome problems

State of Kansas, Topeka, KS — *Food Service/Garden Crew*

April 2021 to April 2022

Food Service

- Worked frontline, serving food to residents
- Prepared food for 2 meals per day for up to 900+ residents per day
- Identified and prepared special diets according to religious and/or health dietary restrictions · Cleaned and sanitized all work areas
- Worked with a team in order to keep to scheduled mealtimes
- Baked breads, pastries, and other desserts
- Adhered to all food handling/safety guidelines

Garden Crew

- Designed, planted, and maintained garden plots
- Transplanted and cared for plants, as needed
- Mulched and fertilized plant beds
- Harvested crops

Greenbush, Topeka, KS — *Greenbush Aide*

September 2019 to July 2020

- Instruct basic and intermediate computer class while following an online curriculum
- Demonstrate new topics to the class
- Work individually with students when necessary
- Grade assignments
- Keep accurate record of student progress

State of Kansas, Topeka, KS — *Custodial Technician*

January 2019 to September 2019

Custodial Technician

- Inventoried and stocked supplies
- Cleaned and sanitized rooms, including floors
- Buffed and waxed floors

SKILLS

- WorkKeys Silver certification
- Proven leadership skills
- Microsoft Office Specialist Master certification
- Strong communication skills
- Inventory
- Food service
- Conflict resolution
- Typing: 50 wpm
- Customer service
- Custodial experience
- Problem resolution
- Safely handle caustics
- Experience working with JavaScript, HTML, CSS, Bootstrap
- Ability to work well individually and with a team

Certifications

Microsoft Office
Specialist - Master 2016

- Clean and sanitize bathrooms
- Sanitation

City Crew

- Cleaned alleyways
- Removal of brush, trees, and other debris
- Set up, and breakdown, of city events
- Operated forklift
- Adhered to all safety guidelines

EDUCATION

Kansas Board of Regents, Wichita, KS, 2011 — GED

Certifications

Peer Support Specialist – Butler County Community College, 2023

Recovery Coach – Butler County Community College, 2023