

CHARLOTTE ASENCIO

ABOUT

I am an aspiring Front End Web Developer who enjoys using my background in Social Work and experience interacting with people from all walks of life to create user-friendly and inspiring web experiences. I am a constant learner who enjoys problem-solving and examining processes and procedures to consistently find ways to improve. Through attending The Coding Bootcamp at UNC Charlotte, I have gained experience working with HTML, CSS, Javascript, and jQuery.

EXPERIENCE

VICTIM SERVICES COORDINATOR

Forsyth County District Attorney's Office | April 2016-Present

- Ensure continued communication by mail, phone, and email with victims of assigned general felony cases as they progress through the court system
- Answer questions and assist victims with victim impact statements and restitution forms
- Create and update files, prepare court documents, issue subpoenas, prepare and release discovery and keep databases and spreadsheets up to date for a case load of around two hundred cases

ASSISTANT VICTIM WITNESS COORDINATOR

Williamson County District Attorney's Office | September 2014 - February 2015

VICTIM WITNESS ASSISTANT

Williamson County District Attorney's Office | January 2013 - December 2013

- Helped create, maintain, and improve a system of organizing grant files and criminal injuries paperwork for the Victim Witness Unit
- Sent communications to victims and witnesses about court processes and the outcomes of cases by mail and assisted in replying to questions and concerns by phone
- Accompanied victims and witnesses to court to provide support and inform them of ongoing court processes and procedures

VOLUNTEER

SUPPORT TEAM COORDINATOR

Safe Passage/Camino Seguro | Feb 2015 - September 2015

FIFTH GRADE ENGLISH AND MATHEMATICS TEACHER

Colegio Bilingüe Esperanza | January 2014 - August 2014

CONTACT

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🌐 charlotteasencio.github.io/Portfolio

TRAINING

CODING BOOTCAMP AT UNC CHARLOTTE

March 2018-August 2018

EDUCATION

BACHELOR OF SOCIAL WORK

2009-2013

Belmont University
Nashville, TN

SKILLS

HTML5
CSS
Javascript
jQuery

Fluent in Spanish

CONNECT



github.com/charlotteasencio



www.linkedin.com/in/charlotteasencio