

DANIEL HOOVER

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Summary of Qualifications

- Full stack Web Development certification from University of Oregon. Proficiency in JavaScript, HTML, CSS, and Python programming languages.
- IT and Software proficiency with computer hardware and different software applications including Microsoft Office software, FISERV Transaction software, Mortgage Flex filing software, inventory management software, and I quickly learn new hardware and software components.
- 6+ years of successfully training individuals to complete various jobs and responsibilities with precision and accuracy
- Strong verbal and personal communication skills.

Education

UNIVERSITY OF OREGON – Certification - December 2020

Full stack Bootcamp certification: Front End web development, HTML, CSS, and JavaScript

PDX CODE GUILD

Programming 101 and 102: Coding in Python

UNIVERSITY OF OREGON – Bachelor of Science in Sociology - August 2017

4j Advanced Career Technical Scholarship- 2011-2012

Completed 64 credits at Lane Community College, including intro level business courses

Completed 76 credits at Oregon State University, including programming and upper division math courses

Professional Experience

ROSEBURG FOREST PRODUCTS – Distribution Coordinator– Springfield, OR – October 2019 – April 2020

- Managed invoicing of company products for Home Depot and Lowe's distribution centers across all of the US.
- Monitored and kept balance of inventory of all Roseburg items in every distribution center.
 - Maintained communication between mills and distribution centers to keep shipments updated weekly.
- Invoiced and balanced smaller wood product companies and provided updated balance and pricing spreadsheets to the corresponding salesperson.
- Provided on order reports to help distribution centers keep track of shipments and deliveries on schedule.
- Created inbound reports for all Home Depot distribution centers, helping them to stay organized with shipment info and schedules.
- Communication Coordination.
 - Gave manufacturing team client feedback to provide our customers the products they need.
 - Coordinated communication between truck transportation team and freight workers to pick up products.
 - Assessed change orders and refund claims.
 - Assessed and approved invoices regarding freight, storage, and warehousing fees.

WASHINGTON FEDERAL-Personal Banker- Eugene, OR- Oct 2017- October 2019

- *Mortgage Lending-* Able to originate mortgage loans after relicensing NMLSR. I spoke with clients about their goals, directed them to the most relevant mortgage product, took applications, analyzed income and asset documentation, coordinated communication between clients, loan processors, and underwriters, and service loans once they were closed.
- *Construction loan management-* I managed the material, invoice, and budget of construction loans. I controlled how construction funds are disbursed. I inspected construction sites to compare what builders draw for versus what work has been done and what materials have been completely installed. I also monitored the construction material used and what labor has been completed. I worked closely with builders to come up with fixed price contracts with detailed lists of all materials and labor. I worked with all parties involved to ensure the build process is completed on schedule.