

# CAITLYNN DAVIS

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## PROFESSIONAL SUMMARY

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Aspiring full-stack developer with over 8 years professional experience in management. Regarded as an active listener and efficient problem solver that maintains a high level of integrity consistently.

## EDUCATION

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### University of Denver

Coding Bootcamp Certification

Denver, CO

Aug 2019 – Anticipated Mar 2020

### University of Colorado

Bachelor of Arts Communications

Denver, CO

2012 - 2016

## EXPERIENCE

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### University of Denver

Coding Bootcamp Certification

- Computer Science applied to JavaScript
- Browser Based Technologies (HTML, CSS, JavaScript, jQuery)
- Databases (MySQL, MongoDB)
- Deployment (Heroku, Git)
- PHP/Laravel
- Quality Assurance (Writing Tests)
- Server Side Development (Node.js, Express, MERN Stack)

### Target Corporation

Executive Team Leader

*Specialty Sales Leader*

*July 2017 – June 2019*

- Demonstrate exceptional communication, multitasking, and problem-solving skills while leading the store team through daily operations
- Create store sales plans and quotas in alignment with business objectives
- Support Store Team Leaders with day-to-day store operation
- Report and forecast on quarterly and annual store sales results
- Proactively address potential problems and problem solve prompt solutions
- Plan and execute new national brand launches
- Assist in achievement of 4% annual sales comp year over year, exceeding goal of 2%
- Lead district in hour team engagement with a 93% engagement score

- Develop and implement HR strategies and initiatives aligned with the overall business strategy
- Bridge management and employee relations by addressing demands, grievances or other issues
- Manage the recruitment and selection process
- Support current and future business needs through the development, engagement, motivation and preservation of human capital
- Nurture a positive and empowering working environment that fosters individual decision making
- Oversee and manage a performance appraisal system that drives high performance
- Report to management and provide decision support through HR metrics
- Ensure legal compliance throughout human resource management

## **COMMUNITY INVOLVEMENT**

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### **Dartmouth Elementary School**

August 2019 – Present

Educating 4<sup>th</sup> graders on community-related topics

- Preparing lessons appropriate for the age group and presenting information to students in the classroom setting.
- Engaging with students and answering health-related questions during visits.