

Dominique L. Duncan

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404.379.5579
Ellenwood, GA

Recent Auburn Grad with a passion for visual design and programming, seeking a full-time opportunity to broaden my skills and become part of a creative team.

Education

Bachelor of Science in Biology December 2017 Northern Illinois University	Bachelor of Computer Science August 2020 Auburn University
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Multimedia Coordinator

Fox River Affordable Housing Co. | Elgin, Illinois

June 2018 – Present (currently working remotely)

- Coordinating all aspects of print and electronic publications
- Oversees branding and graphic design projects
- Managing social media content, engagement and ads
- Managing and directing email correspondence with clients
- Working with web designer/developer to manage website content
- Managed video production and editing for promotional media
- Served as staff photographer at events and ceremonies

IT Intern

Astyra Corporation | Richmond, Virginia

Summer 2019

- Gained experienced troubleshooting common IT issues in MAC OS
- Learned networking theory, mapping, equipment, setup and management for a small sized network
- Gained practical experience operating and managing a VoIP system
- Assisted in development of IT documentation and procedures
- Learned basic cable and wire management skills
- Contributed to blog and social media content creation

Executive Assistant

Clesia Ventures, LLC | Elgin, Illinois

April 2017 – June 2018

- Scheduled appointments and conference calls
- Managed accounts receivables and invoices
- Assisted with presentations and preparation of materials
- Conducted banking deposits

Skills

Most Experience:

HTML5	Node.js
CSS3	Express.js
JavaScript	SASS
Bootstrap	

Some Experience:

Java	Swift
Python	Git
C#	PHP
MySQL	MongoDB
Mongoose	

Other Skills:

Photography

Photo/Video
Editing

Microsoft Office

Figma & Sketch

Adobe Creative Suite

Final Cut Pro &
iMovie

Codepen |
<https://codepen.io/ddlatice>

Blog |
www.codewithdom.com

Github |
<https://github.com/ddlatice>