DeeDee Medina

(347)-951-0569 | 61-02 flushing ave, Apt 2, Maspeth NY 11378 | deedee.medinacorp@gmail.com

EDUCATION

Florida State University, Panama City, Panama   May 2016
Bachelor in Business Administration/Minor in Psychology

Columbia University, New York, NY
Certificate in the FU Foundation School of Engineering and Applied Science on Full Stack Web Development   July 2019

General Assembly, New York, NY
Certificate in JavaScript Programming and Web Development   October 2019 - December 2019

EXPERIENCE

Wordpress/ Website developer   **November *2019 - March 2020***
Boosktr Media, New York, NY

- Collaborate with social media manager and graphic designers to develop projects for website throughout various phases of project lifecycle.
- Design and implement websites for companies using the WordPress creation tool.
- Responsible for both front-end and back-end development, including the implementation of themes and plugins.
- Create attractive and user-friendly websites according to client specifications.
- Troubleshooting content issues and learn new skills on the job.
- Utilizing WordPress to code and create sites via Photoshop layouts.
- Conducting WordPress training for clients, and creating interfaces and visuals for mobile applications, and collaborate with colleagues, such as graphic designers, to ensure sites are streamlined and user-friendly.
- Strong knowledge in installing & customising Shopify themes and e-commerce system for the companies online.

Associate Web Developer   **March *2019 - October 2019***
Artem+Scientia , Miami, FL

- Collaborate with project manager and artists to develop projects for website throughout various phases of project lifecycle.
- Participate in planning and execution of projects by organizing, scheduling, executing, and coordinating work assignments to achieve milestone deadlines.
- Research new web technologies, including software and hardware developments, and recommend purchases and change in design, software, and hardware.
- Creation of standards compliant, semantic, web interfaces via HTML, CSS.
- Prepare source data for computer entry by compiling and sorting information.
- Create company guides to increase knowledge base and productivity.
- Maintain accurate, up-to-date and usable information in the company system.
- Handle content , online viewing strategy
- Handling Shopify for the team, updating content, gallery, & clients

Freelance Creative/Web developer   *September 2019 - Present*
New York, NY

- Writing efficient code depending on project and clients needs.
- Creating websites/a website using standard HTML/CSS practices.
- Researching different software programs that fit best for clients needs and requests.
- Maintain excellent communication skills with clients.
- Creating websites/a website using Wordpress.
- Developing mock ups and prototypes using Figma, AdobeXD & Adobe Photoshop.
- Creating logos using Figma, AdobeXd & Adobe Photoshop.
- Experience with transferring domains and hosting to different site building platforms.
- Experience with building Shopify e-commerce websites.
- Developing UI mock ups and prototypes for both mobile and website design

Social Media Marketing Intern   *November 2016 – May 2017*
International Congress on Controlled Environment and Agriculture, ICCEA, Panama City, Panama

- Propose and develop designs for web application with integrated control systems.
- Design and prototype content needed to be executed into the companies website and social media platforms.
- Maintain database by entering new participating companies and update account information.
- Create social media calendars, keep social media accounts updated and analyse analytics of posts.
- Brainstorm campaign ideas.
- Post on various social media platforms such as Facebook, Instagram, and LinkedIn.
- Research ways to develop faster and more effective ways to process daily tasks and maintain the database.

Skills, Proficiencies, & Others

Customer Service	Photography	JavaScript	Spanish/English
Shopify	Social Media	Photoshop	Figma
Effective communication	AdobeXD	Wordpress	Programming Languages