

# DeeDee Medina

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## EDUCATION

Florida State University, Tallahassee, FL

May 2017

**Bachelor in Business Administration/Minor in Psychology**

Columbia University, New York, NY

July 2019

**Certificate in the Fu Foundation School of Engineering and Applied Science on Full Stack Web Development**

## SUMMARY

I'm a Creative Front End Web Developer with a background in Psychology and Business Administration. I dedicate my time into learning new functional programming languages and use it to combine my creativity and problem solving skills to develop user friendly applications. When working with others I am known for strong wit and attention to detail no matter the complexity of the project

## EXPERIENCE

**Web Developer Intern**

**April 2019 - Present**

**Artem+Scientia, New York, NY**

- Collaborate with project manager and artist to develop projects for website throughout various phases of project lifecycle
- Identify current internet and website requirements, and participate in planning and execution of projects by organizing, scheduling, executing, and coordinating work assignments to achieve milestone deadlines
- Maintain existing code and functionality during assimilation into ongoing operations of web business
- Research new web technologies, including software and hardware developments, and recommend purchases and changes in design, software, and hardware
- Creation of standards compliant, semantic, web interfaces via HTML, CSS
- Design and Template integration into the Wordpress CMS
- Improve, troubleshoot and learn new skills on the job

**Business Consultant/Customer Service Representative**

**September 2017 – March 2019**

**Amway Business Center, New York, NY**

- Resolving product or customer service problems by clarifying the complaints by determining the cause of the problem
- Selecting and explaining the best solution to solve the problem and following up to ensure resolution
- Recommend potential products or services to management by collecting client information and analyzing client needs,
- Maintained contact with suppliers and clients to ensure quality standards are met
- Staff and I would do anything possible to work as a team in order to contribute our best effort by accomplishing related results as needed

**Social Media Marketing Intern**

**Fall 2016 - Spring 2017**

**International Congress on Controlled Environment and Agriculture, ICCEA, Panama City, Panama**

- Coordinating and executing the company's social media strategy
- Managed their website and worked across social media channels including Facebook, and Instagram
- Worked closely with key members of staff, external social media consultants, and the agency's clients and candidates that taught me social media, digital communications and marketing in a business to business environment.
- Increase company's social media presence and gain visibility for the branch among clients and candidates

## LEADERSHIP EXPERIENCE

**Final Project Leader, Foglio, WeWork**

**Spring 2019**

**Columbia University, New York, NY**

- Responsible for guiding our team as we completed the final project
- Developed and implemented a timeline for our team to use in order to reach the deadline for presentation and demo day

**Event Coordinator, ICCEA**

**May 2017**

**Panama City, Panama**

- Help the project teams manage resources and information and assist with scheduling planning meetings and project activities
- Monitor client approval for the event and determining cost

## PROJECTS

**Team Project**

**BYOB, Be Your Own Bartender**

**March 2019**

- This project provides a one-stop platform, allowing users to search many alcoholic recipes with ingredients you should be able to acquire easily from home
- My core responsibilities in this project were working on the front end implementing HTML, CSS, and JavaScript
- All together the app uses HTML, CSS, Bootstrap, JavaScript, jQuery, Ajax, CocktailDB, email.js, Age Verify, Flickr, and CSS animation

## Skills, Proficiencies, & Others

Firebase  
JavaScript  
Adobe Photoshop

Microsoft Office 365  
Bootstrap  
jQuery

Node.js  
HTML5  
GitHub

CSS3  
React.js  
MySQL

