

KELLY MILLER

DEVELOPER | DESIGNER

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SKILLS

HTML5, CSS3, JavaScript, React, NodeJS, Express, SQL, NoSQL, MongoDB, RESTful API, UX/UI Design, Wireframing, Mockups, Information Architecture, Project Management, Program Design, Agile/Scrum Methodologies, Data Analysis, Personal Branding, Technical Process Documentation, Psychology, Coaching, Onboarding

WEB DEVELOPER / UX DESIGNER @ THE IRON YARD RALEIGH, NC (MAY 2017 - SEPT 2017)

- Developed responsive websites using HTML, CSS, JavaScript and React
- Created wireframes and mockups based on UX/UI Design best practices
- Designed and built SQL and NoSQL databases
- Learned how to use NodeJS and Express as a back-end server, MVC architecture, password authentication, RESTful API's

PEOPLE OPERATIONS COORDINATOR @ RED HAT RALEIGH, NC (NOV 2015 - APRIL 2017)

- Executive Onboarding Program Manager
 - Successfully onboarded Red Hat's Chief Information Officer; VP, Technical Enablement; VP, Tax; VP Global Sales; VP, Sales - West;
 - Scaled and optimized program by creating a project framework to identify current state, validate key business requirements and determine actionable steps for program improvement;
- Supported Global Talent Acquisition
 - Coordinated candidate interview logistics, creating offer letters, and documenting global team processes

PROJECTS

- Team Website Redesign Project
 - Served as Subject Matter Expert on project team to create a new hire onboarding portal to help new employees become more proficient and productive in their role. Portal served as central location for living process documents, team announcements, and training guides
- Patternfly Getting Started Guide Project
 - Worked with UX Designer to create GitHub for Linux process guide enabling more members of the open-source community to contribute to Patternfly.

TALENT ACQUISITION COORDINATOR @ CENGAGE LEARNING BOSTON, MA (APRIL 2013 - OCT 2015)

- Supported Product Technology department via scheduling candidate interviews and composing offer letters
- Managed the New Hire Onboarding process
- Point of contact for Software Engineering College Recruiting Program
- Created and analyzed HR reports

RECEPTIONIST @ IMPRIVATA BOSTON, MA (NOV 2012 - DEC 2013)

- Collaborated with IT Department to design Imprivata's first new hire onboarding program
- Researched and managed software vendors for internal employee portal
- *Special Project: Collected voice biometric data for engineering team as part their QA testing phase*

OPERATIONS COORDINATOR / STRENGTH COACH @ ATHLETIC EVOLUTION BOSTON, MA (AUG 2011 - AUG 2012)

- Coached youth, high school, and collegiate athletes in areas such as speed and strength development
 - Maintained company website with announcements, class schedules, and targeted marketing campaigns
 - Helped implement new business software (Zen Planner) for membership management
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EDUCATION

The Iron Yard
Full Stack Web Developer
Certification

**University of North Carolina at
Chapel Hill**
B.A Exercise and Sport Science
UNC Women's Rugby Team, Dean's
List

University of Kentucky
Kinesiology and Education
UK Women's Soccer Team, NCAA
Academic All-SEC, Dean's List