

Sarah Dixon

Web Developer

I enjoy creating solutions that allow others to easily accomplish something that was previously difficult. Taking a problem and finding the most useful solution to it invigorates me!

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GITHUB <https://github.com/dixonspectives>

LINKEDIN <https://www.linkedin.com/in/dixonspectives/>

WORK EXPERIENCE

Legal Secretary — Kinney & Associates, Kansas City, MO

February 2015 - January 2017

- Maintained accurate and clear paper records and computer data.
- Prepared and filed pleadings, organized the lawyer's calendar, and used fax, email, and telephone to communicate with necessary parties.
- Accomplished an overhaul of document and office organization within a team that increased productivity and client satisfaction.
- Dealt with high-stress situations in a calm and collected manner.

Food Service Worker — AAFES, Whiteman Air Force Base, MO

August 2009 - December 2010

- Provided friendly and heartfelt hospitality.
- Maintained high standards of customer service during high-volume, fast paced operations.
- Prepared quality products while maintaining proper food safety practices, portion control, and presentation within service goal times.

EDUCATION:

LaunchCode, LC101 Programming Course — 2018-2019

University of Central Missouri, BA, Graphic Design — 2010-2012

SKILLS

PROGRAMMING LANGUAGES

- Python
- Java
- HTML5/CSS3

FRAMEWORKS

- Spring Boot
- Flask

DATABASES

- MySQL

TOOLS

- Jinja
- Thymeleaf
- IntelliJ