



# ERIN NOVOA

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Austin, TX 

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## Skills

iOS mobile development  
(currently learning)

C (6 months)

HTML /CSS (6 months)

Java (9 months)

Flutter/Dart (1 year)

Android Studio/Xcode (1 year)

## Education

B. S. Computer Science  
Colorado State University  
Fort Collins, CO  
2021 -2022

B.S. Economics  
Texas A&M University  
College Station, TX  
2013 - 2016

Udemy Course  
The Complete 2021 Flutter  
Development Bootcamp with  
Dart

## Professional Summary

A passionate, creative professional with proven record of generating and building relationships, providing support to colleagues, and managing projects from concept to completion. Skilled in working independently, problem-solving, communications, and making critical decisions during challenges. Seeking a full-time opportunity while furthering my education by pursuing a second degree in Computer Science.

## Professional Experience

### FC Associate I – Direct Inbound Specialist, Amazon, Austin, Texas, 2022 - Present

- Unload, sort, process and stow all new inventory delivered from outside vendors and other amazon warehouses
- Resolve inventory and receiving problems found by other co-workers, referring only complex issues to supervisors
- Consistently exceed daily goal of receiving 180+ inbound units per hour
- Select, pack and label outbound customer orders within time sensitive windows

### Mobile Developer, Austin, Texas, 2021 – 2021

- Hundehütte is an apartment search app that helps dog owners in the Austin, Texas area find an apartment based on their dog's breed with a focus on restricted dog breeds.
- With no prior knowledge on app development, completed an Udemy course, researched and became self-taught, and then designed and developed this app independently using Dart, Flutter, Firebase, and Android Studio. Now available on the Apple store.

### Creative Project Manager, Well Red (startup), Chicago, IL, 2019 – 2020

- Compiled and organized database of relevant menstrual health research specialists over the past 5 years.
- Researched, organized and presented health data and mobile app content for the CEO and app developer.
- Generated content ideas (videos, downloadable pdfs, and social media posts) for the website, app and social media page.
- Scheduled and tracked project timelines throughout the website development via ClickUp (project management tool).

### Administrative Assistant, River Pointe Church, Richmond, Texas, 2017 – 2018

- Worked independently and as a team in a fast-paced environment while managing operations and events weekly & monthly for over 400 students.
- Prepared correspondence with all departments of the church and with the other three campuses.
- Requested, facilitated, tracked and reported status on projects to ensure timely completion of current projects at weekly standup meetings.