

Elda Moudy

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Purpose Statement

To join a fun company where I can grow and share my expanding skills.

Education	Kal Academy Jan '19 - Present Data Structures and Algorithms Class, <i>Expected to finish by May 2019</i>
	Western Governors University Dec '14 - Present Bachelor of Science in Software Development , <i>Expected graduation May 2019</i>
	University of Michigan May '00 - May '04 Bachelor of Science in Architecture, Graduated May 2004
Skills	Coding: Entry level: Java Python SQL JavaScript HTML CSS
	Certifications: CIW JavaScript Specialist CompTIA Project+
	Bilingual: Spanish and English Native Spanish Speaker Read and write both languages.
Work Experience	NovusWorks, LLC Jan '14 - May '14 Office Manager: Facilitated internal operations and assisted in business development efforts. Managed the CEO's calendar, coordinated internal meetings and drove small office projects.
	Insurance Research Associates March '13 - Dec '13 Account Manager: Managed group insurance benefits for small to mid-size companies. Prepared quotes and processed enrollments throughout the year.
	Independent Contractor Jan '12 - March '13 Benefits Enroller: Explained group benefits on behalf of insurance carriers for mid-to-large size companies. Group benefits explained included, FSA, HSA, major medical, gap, supplemental, dental, and vision plans.
	Self Employed Nov '08 - Jan '12 Insurance Agent/Broker: Helped individuals select life, health, and gap insurance coverage based on their needs and budget. Coverage represented included critical illness, cancer, disability, vision, hospital indemnity, accidental, dental, life, and major medical insurance coverage.
	Riverbend Timber Framing May '04 - June '07 Home Designer: Worked with customers to design their dream home using a three-step design process. Finished products were construction drawings to be used by a builder. Additional responsibilities included meeting with clients, visiting job sites, and complying with state construction requirements. <i>Accomplishments: LEED AP designer 2007; ISO 2007 auditor.</i>