Fernando Zacarias

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PROFILE

Web developer who can build a site from concept to completion that looks polished and functions efficiently from front-end to back-end. Works well with others or in a self-directed environment. A lifelong learner and quick to understand and implement new technologies.

- I am a recent graduate of the University of Arizona's Coding Bootcamp. I developed the skills and knowledge to become a full-stack developer with an emphasis on JavaScript, Node.js, MongoDB, and React.js.
- I have applied experience using Illustrator, Photoshop, Acrobat, Windows and Mac operating systems, CRM applications, CMS applications, HRIS programs, QuickBooks, FreshBooks, and the complete MS Office Suite.
- My background includes more than ten years of work in accounting, and in roles that included human resources, grant management, and IT.
- I am currently a member of the Society for Human Resources Management (SHRM) and serve as a Public Notary in Arizona.

EXPERIENCE

08/2013 – 05/2017
Administration & Accounting Manager, Yuma Visitors Bureau – Yuma, Arizona
Oversaw all accounting, human resources, information technology, and business operations functions to align with organizational needs and to meet goals established with the Executive Director in a non-profit marketing and event planning environment. Managed financials in both non-profit service and retail settings. Completed monthly financial reporting to Board of Directors.

10/2010 – 04/2012
Fiscal Services Specialist, Arizona Department of Corrections – Yuma, Arizona
Centralized management of accounts payable for prison complex departments, management of fixed assets on site, PO processing, vendor registration, account reconciliations, assistance with budget preparation.

08/2004 – 04/2009
Sponsored Projects Accountant, Sponsored Projects & Contracting Services, University of Arizona
Administration of grants and contracts for accuracy and to ensure compliance. To include: Review of proposals, preparation of required reporting, review grant/contract documents for University approval, and serving as resource for University departments on policy and practices.

06/2003 – 08/2006
Executive Assistant to VP Operations, Yuma Furniture Company – Yuma, Arizona
Implement inventory system, assist with daily bookkeeping, meeting minute reporting, cashiering, process accounts payable invoices.

EDUCATION

The Full Stack Coding Bootcamp – University of Arizona, Chandler, AZ
Completed and intensive 12-week program dedicated to designing and building web applications. Contributed to developing multiple group and individual projects. Average Grade: A.

Business Management and Accounting – University of Arizona, Tucson, AZ
Undergraduate education at the Eller College of Management.

SKILLS

Web Dev   JavaScript, React.js, Node.js, CSS3, Express.js, HTML5, jQuery, FireBase, Redux, ES6, Handlebars, GitHub, MongoDB, SQL, Bootstrap, Heroku

Applications VS Code, Photoshop, Illustrator, XD, Trello, Postman, Acrobat, Terminal, MySQL, MS Office Suite, QuickBooks, FreshBooks