





GRIFFIN HOBBS

CONTACT

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SKILLS

- Coding languages (SQL, Javascript, HTML, CSS, Node.js, some Python, some R)
- Attention to detail
- Object Oriented Programming using Javascript
- Critical thinking
- Spreadsheets
- Willingness to learn
- Pivot tables
- Some Tableau
- Researching
- Adaptability

EDUCATION

Web Development Certificate

University of California Irvine
Oct 2022 - Feb 2023
Currently Enrolled

Google Data Analytics Professional Certificate

Google Career Certificates
Coursera
Course Completed

SUMMARY

Accountable team member demonstrating a high level of ownership and initiative. Quick and effective at decision making, while maintaining excellent work and a professional attitude. Works well in a collaborative or individual environment. Currently enrolled in Web Development bootcamp at University of California Irvine Dedicated to learning and growing alongside emerging technologies.

WORK EXPERIENCE

Website Optimization Specialist

Dealer Inspire | January 2019 - March 2021

- Facilitated the transfer of critical organic authority-generating pages across domains
- Ensured existing SEO authority was transferred from one website platform to another.
- Coordinated with website production teams to flex to specific client needs, dependent on client goals and preferences with their new site platform.
- Given the opportunity to do self learning to implement Google App Scripts that would impact the team and help save time.
- Effectively implemented a script within an important spreadsheet used in daily workflow procedures which decreased time spent on the task by 30 minutes.
- Skills included vast knowledge of spreadsheets (used in the transfer of critical pages across domains), time management, updating and maintaining information in a timely manner.

Retail Payment Solutions AML Analyst (KYC/AML)

US Bank | August 2017 - December 2018

- Responsible for researching and risk mitigation associated with credit card applications and existing accounts using business lines to review and maintain an effective risk management framework.
- Researched business and customer information to adhere to local, state, and federal laws and regulations.
- Added to a secondary team of specialists to uplift current business accounts with up-to-date information provided by the customer/business.
- The position required the utmost focus, attention to detail, and time management, as we saw several hundred applications and accounts per day.
- Skills included excellent customer service, investigative skills, and time management.

Dynamics Great Plains Support Engineer

VMC/Microsoft | October 2015 - August 2017

- Responsible for taking service requests for customers, and working with them to gather the needed information to be able to best troubleshoot their issue/error.
- Communicated clearly and concisely with customers via email and phone calls.
- Continually managed numerous cases with multiple clients, while maintaining clear communication while providing instructions.
- Skills included knowledge of Dynamics Great Plains suite, efficient SQL coding.