***Projects Completed or In Progress***

Tools Used: VSCode, Python, Node.js, Excel, and Word.

1. New Matters Spreadsheet System

Developed a dynamic spreadsheet using Excel and Python to streamline and partially automate the intake process. This solution reduces manual tasks and improves overall visibility for the Intake Team.

2. Data Comparison Tool (CLIO ↔ Bridge)

Created a Python script to compare CLIO exports with Bridge exports, identifying discrepancies in client and matter data. The tool flags missing or mismatched entries to enable faster and more accurate audits.

3. CLIO API Integration

Used Node.js to extract a full export of firm data from the CLIO API. The raw output was then processed and cleaned using Python to ensure structured, readable data for internal use.

4. Kenect API Integration

Developed a two-part system using Node.js and Python to retrieve and clean complete message histories from the Kenect API. This allows for full conversation backups across all contacts for documentation and review.

5. Bridge Team Collaboration

Assisted the Data Team by identifying data transfer gaps, mapping fields, and troubleshooting edge cases throughout the migration and testing process.

6. Process Mapping & Flow Charts

Created detailed flow charts to document intake workflows, inter-software processes, and system dependencies. These visual tools support onboarding, alignment, and system improvement planning.

7. Documentation for System Enhancements

Drafted technical proposals recommending new data tracking methods, enhanced reporting workflows, and automation opportunities to support future upgrades and planning initiatives.

Future Goals

- Continue mastering Python and system automation for more advanced internal tools

- Earn professional certifications to validate technical skills

- Build custom micro-apps to streamline reporting and communication workflows

- Gain ethical hacking skills to analyze backend systems and extract structured data from services with limited export capabilities