

# Hicey Austin Cook

## CONTACT

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📍 Florida, US

## EDUCATION

Bachelor of Science  
Management  
Florida State University  
2016 - 2020  
*Minors in Biological Sciences & Psychology*

Bootcamp  
MERN Stack JavaScript  
University of Central Florida  
2021

## SKILLS

- HTML5
- CSS3
- JavaScript
- React
- Express
- Node.js
- MySQL
- Git



## EXPERIENCE

### Corporate Secretary & Accountant

Cook Brothers Inc. | August 2020 - Present

- Saved thousands by reducing administrative and on site job costs without affecting operational functionality.
- Redesigned the company's onboarding processes to increase training efficiency resulting in more effective and consistent company wide growth.
- Manage the corporate investment account while maintaining two other business operations accounts in excess of \$1M.

### Product Analyst Intern

PlanSource | July 2020 - August 2002

- Performed market research to assist in product decisions.
- Learned the composition and communication of a product team.

### President

Greek Organization at Florida State | November 2018 - August 2019

- Overturned the financial standing of our organization by bringing it out of a \$60,000 debt into a cash surplus.
- Saved 15% on housing per year by proposing and negotiating new financing of the organization's property management while exiting a damaging contract.
- Managed our regular operations and annual budget of over \$335,000 as the head decision-maker.