



JESSICA AYRAN

Experience

Engineering Fellow (Software Engineering Immersive)
General Assembly

07/21 - 10/21
Remote | NYC, NY

- ▶ Successfully completed a rigorous, full-time, 13-week-long immersive training program focused on software engineering and web development.
- ▶ Built three full-stack web applications from start to finish using cutting-edge technologies such as **HTML, CSS, JavaScript, ReactJS, NodeJS, Express, PostgreSQL, and Ruby on Rails.**
- ▶ Proficiency in programming languages, data structures, and algorithms, and familiarity with computer science fundamentals.
- ▶ Organized and worked collaboratively with a diverse group in a fast-paced, agile environment, enhancing my teamwork and communication skills.

Office Administrator
OTJ Architects

12/19 - 06/20
NYC, NY

- ▶ Provided administrative support to management and staff
- ▶ Managed incoming and outgoing communications, including phone calls, emails, and mail
- ▶ Scheduled and coordinated meetings and appointments, and prepared necessary materials and documentation
- ▶ Conducted data entry, maintained records, and performed basic bookkeeping tasks
- ▶ Managed office inventory and supplies, and ordered materials as needed
- ▶ Provided customer service to clients and visitors, and directed them to appropriate personnel or resources

Graphic Designer
Novo Arts

02/18 - 09/18
Brooklyn, NY

- ▶ Executed various design projects, including photo edits, graphic posters, digital art/collages, wall coverings, sculpture or furniture 3D models, and renders, delivering high-quality designs that exceeded client expectations.
- ▶ Collaborated effectively with clients, directors, and project managers to determine design needs, project goals, and target audience, ensuring a clear understanding of project requirements and client expectations.
- ▶ Demonstrated proficiency in operating large Epson plotters for canvas and poster prints.
- ▶ Utilized industry-standard software such as Adobe Creative Suite, Blender, and Rhinoceros, to produce visually compelling designs that exceeded industry standards and client expectations.

Xpert, Operations Support
Uber

08/15 - 05/17
San Francisco, CA

- ▶ Providing exceptional customer service and resolving complex issues for drivers and riders through in-person interactions and email communication, ensuring a positive experience for all parties involved.
- ▶ Utilizing in-depth knowledge of Uber's products and policies to assist and guide customers in navigating the platform.
- ▶ Assisting with escalations and handling high-priority issues in a timely and effective manner.
- ▶ Utilizing bilingual skills (English/Spanish) to assist and communicate when needed.
- ▶ Participating in ongoing training and development programs to stay up-to-date on company policies and best practices.

Education

Software Engineering Immersive Intensive
General Assembly

2021
NYC, NY

Bachelor of Architecture
California College of the Arts

2011 - 2016
San Francisco, CA

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Skills

- ▶ Adobe CC: Photoshop, Illustrator, Indesign, AfterEffect
- ▶ Diagramming, Drafting, Photo-editing, and 3D rendering.
- ▶ Full-stack applications with React, Ruby on Rails, and Express with Node.js
- ▶ Figma and Whimsical for wireframes and web design development
- ▶ MERN Development: Full-stack applications with model-view-controller (MVC) and Representational State Transfer (REST)
- ▶ Touchdesigner and 3D modeling in Rhinoceros with grasshopper.
- ▶ Critical Thinking and Interpersonal skills
- ▶ Administrative and Supplies/Product Organization.
- ▶ Collaborative, Open-minded Team Mentality.