

JULIE M. BALIGA

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EDUCATION

Internet Programming Technology Certificate, GPA 3.9/4.0

May 2020

Manchester Community College

- Relevant Coursework: Java I, Programming Logic with Python, Java II, Database Design, Client-side Web Development, C#, Database Concepts with Web Application (Spring 2020), Internet Programming (Spring 2020)
- Women in Engineering and Computer Science – Vice President and founding member 2018 to Present

Bachelor's Degree, General Studies, GPA 3.9/4.0

May 2017

Eastern Connecticut State University

- Major concentrations in Business Information Systems and Political Science
- Graduated with Dean's Distinction
- Celebrating Research Excellence and Artistic Talent at Eastern (CREATE) Conference 2017, Presenter. Topic: Cybersecurity and Healthcare IT

SKILLS & ABILITIES

Software Development

- Java, C#, Python, SQL, Database design, HTML5, CSS3, JavaScript, Bootstrap, jQuery

Software Applications

- Visual Studio, NetBeans, IntelliJ IDEA, IDLE, SQL Server Express, MySQL, GitHub, GIMP
- Excel, Word, Outlook, PowerPoint, Visio and Access

PROJECTS

Portfolio Website

- <https://jmbaliga.com>

Banking Application

- An application created with Java that interacts with the user to add and review bank records, add new customer accounts, and download statistics files.

Airline Reservation System

- An application created with Java where the user can upload new reservations, update and view all reservations, and download a statistics file.

EMPLOYMENT

Paralegal

June 2013 to

Howd & Ludorf, LLC

Present

- Updates firm website with news, attorney bios, photos, web badges and other changes.
- Provides support to attorneys related to insurance defense, civil rights, municipal and employment law
- Uses accounting system (Juris) to record billable hours, review, edit and process pre-bills, enter payment vouchers, and submit LEDES electronic invoicing in batches to client via their e-billing vendor's website.