KALEN WILEY

Richmond, VA | Phone: (804) 754-6321 | kalen.wiley@gmail.com

linkedin.com/in/kalen-wiley | Portfolio: kalecodes.github.io/dev-portfolio | github.com/kalecodes

Web developer with professional experience in accounting and management. Earned a certificate in full-stack web development from the University of Richmond Coding Bootcamp. Strongly passionate about continued education and self improvement. Detail-oriented and dedicated problem-solver who is passionate about developing functional and fluid web applications. Strengths include teamwork, attention to detail, flexibility, and planning. Eager to learn and gain experience in the planning, development, and implementation of enterprise-level applications.

TECHNICAL SKILLS

JavaScript ES6+, CSS3, HTML5, NoSQL, Git CLI, GitHub, MongoDB, GraphQL, ApolloServer, Express, React, Node, Heroku, jQuery, JSX, Bootstrap, Tailwind, Bulma

PROJECTS

Portfolio | github.com/kalecodes/dev-portfolio | kalecodes.github.io/dev-portfolio/
- Summary: Personal developer portfolio built to showcase projects and skills
- Role: Sole React Developer
- Tools: JSX, Tailwind CSS Framework, JavaScript, Node, React, React-Router

Maker | github.com/kalecodes/maker | (Deployment no longer available)
- Summary: Social and e-commerce application for artists and art-enthusiasts
- Role: Sole Full-Stack Developer
- Tools: MongoDB, Express, React, Node, GraphQL, Apollo Server, AWS S3, Mongoose, Semantic UI React

Bar Buddy | github.com/kalecodes/bar-buddy| kalecodes.github.io/bar-buddy/
- Summary: A search tool for cocktail lovers and bartenders to find and learn new recipes
- Role: Sole Front-End Developer
- Tools: HTML, CSS, Bulma CSS Framework, JavaScript, JSON, Fetch API, Web Storage API, TheCocktailDB API, YouTube Data API

Crypto Today | github.com/kalecodes/markets-today | kalecodes.github.io/markets-today
- Summary: Cryptocurrency dashboard providing current market data and news by coin name
- Role: Full-Stack Developer
- Tools: HTML, CSS, Materialize CSS Framework, JavaScript, Coincap API, Newsdata.io API, Local Storage API

Weather Dashboard | github.com/kalecodes/weather-dashboard | kalecodes.github.io/weather-dashboard

- Summary: Weather app that provides current and future weather forecasts in cities
- Role: Sole Front-End Developer
- Tools: HTML, Bootstrap CSS, JavaScript, Open Weather One Call API, Open Weather Geocoding API

PROFESSIONAL EXPERIENCE

CarMax, Accounting Operations Coordinator II
Dec 2020- Feb 2023
Richmond, VA

- Ensure pay process execution including analyzing and resolving complex exceptions
- Communicate sensitive and complex information to customers, internal teams, and external partners
- Train and mentor new associates based on documented processes; Update and maintain process documentation as needed.
- Perform a variety of accounting functions, including recording expenses, reconciling general ledger accounts, and preparing journal vouchers monthly

Robert Half
Sep 2020- Dec 2020
Temp Professional, CarMax Accounting
Richmond, VA

- Perform a variety of accounting functions, including preparing, correcting, processing, and reviewing payments to customers and external partners.
- Analyze, plan, and execute various administrative objectives of the team.

Primrose Schools
Jun 2019- Aug 2020
Assistant Director
Haymarket, VA

- Establish and execute marketing plans to generate new client interest and increase brand awareness.
- Implement and routinely monitor and update licensing requirements and school policies.
- Lead and document new customer tours resulting in 100% enrollment rate for tours conducted

Administrative Assistant
Chester, VA

- Review, update, and maintain staff and student files in accordance with licensing standards.
- Document and maintain inventory levels for educational, culinary, and administrative needs.

EDUCATION

Certificate in Full Stack Web Development
Richmond, VA
University of Richmond

Bachelor of Science in Business Administration
Columbia, SC
University of South Carolina, Moore School of Business