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| Keir Smith |

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| (229) 712-0032  Brunswick, GA | | Keirl.smith@gmail.com  www.linkedin.com/in/keir-smith-8195a662/ |
| Objective | Hard-working student programmer with a flair for creating elegant solutions and applications efficiently, and accurately. As a student programmer, I have gained experience in creating responsive web pages using HTML, CSS, Bootstrap, and JavaScript. I have also gained experience in creating applications and packaging applications with Docker. This also enabled me to gain experience in managing databases with SQL (PostgreSQL). | |
| Experience | 10/2019-Present Review Specialist III -**Peraton**   * Works closely with Field Managers, Contract Liaisons, and Field Investigators to complete cases to client specifications and timeliness parameters. * Maintains knowledge and familiarity with relevant terminology, policies, and procedures of the procedures as outlined by the contract/customer * Assist with quality audits and on-the-job training/mentoring for new employees. * Identifies and tracks common trends for reopens and communicates trends to management  12/2018-10/2019 Quality Analyst – **General Dynamics Information Technology**   * Provides guidance to investigators on the responsibilities of the investigation. * Tracks and maintains case review log. * Makes a final assessment on a case for release to the client or return to an investigator. * Use and maintain a content management system to review, grade, and edit reports from the field.  10/2016-11/2018 Review Specialist I -**Keypoint Government Solutions/ Perspecta**   * Check reports of investigations that help to ensure the safety and security of the nation. * Ensure that the information compiled in the report of investigation is clear, concise, and meets the requirements prescribed by the requesting customer. * Monitor pending cases to ensure compliance with delivery due dates and track submission of investigative leads. * Meet quality, timeliness, and production metrics. | |
| Skills & Abilities | |  |  | | --- | --- | | Microsoft | JavaScript | | Docker | HTML | | Amazon Web Services | CSS | | Boostrap | Node.Js | | Python | React | |  |  | | |
| Education | Columbus State UniversityBachelor of Arts – English Literature and Language Graduation Date: May 2013  **NuCamp Coding Bootcamp**  **Software Engineering**  Python, DevOps, Web Development  Completed: 09/2022 | |