Kitana Meuandane

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Portfolio: kitanabdane.github.io/portfolio

Career Objective:

Information Technology graduate with a background in creative design and development, providing IT support, product innovation, strong work ethic, and efficient customer service. Seeking a full-time position in development, analytics, and IT troubleshooting with a work-driven mindset. Eager to collaborate with others, while being committed to implementing my technical skills to make significant contributions to clients and organizations.

Education:

Bachelor of Science, Information Technology   (2020-2023)
George Mason University, Fairfax, VA
Associate of Science, Information Technology   (2017-2019)
Northern Virginia Community College, Annandale, VA

Skills:

Microsoft Word, Excel, Powerpoint, Project, Teams | HTML | CSS | Bootstrap | Java | PHP | MySQL
VS Code | Square | Wordpress | Sharepoint | Dreamweaver | Figma | Photoshop | Animate | Tableau
Creative | Multitasker | Collaborative | Detail-oriented | Communication | Adaptable

Relevant Academic Projects:

IT Capstone Project: Admin and Client Dashboard for Tax Documents (Fall 2022-Spring 2023)
- Collaborated virtually and in-person with capstone team and client to improve their business by reducing costs, strengthen performance, and create efficient scheduling (Teams, MS Project)
- Extensive research on applications that could be cost efficient and beneficial for the business
- Developed a client and admin dashboard for easy use of document exchanges and accessibility
- Multiple testing sessions to ensure the application was secure, efficient, and useful before handing it off to the client
- API Integrations and various applications used for the development process (AWS, Figma, Visual Studio Code, Budibase, Dropbox Docsend)

Multimedia and Web Design Project: Mockup Bakery Website (Spring 2021)
- Applications and tools used to create website were Dreamweaver, Photoshop, Animate, Bootstrap, Ajax, W3C Validation, and jQuery Validation
- Understood the detailed design plan of creating a user-friendly website that appeals to audience, creativity, accessibility, and technical issues
- Learned website design and appeal based on a company's objective and scope
- Ability to implement, test, publish, and maintain a website while ensuring responsive web design

Experience:

Server/Trainer, Chuy's Restaurant (Woodbridge, VA | 2016-Current)
- Adapted to various positions in a high-paced environment throughout career term
- ***Social Media Champion***: Marketing skills used by creating and designing advertisements, using photo-editing software and creative captions
- Efficient customer service provided on a daily work basis, attracting guests and regulars by enhancing the restaurant experience

Sales Associate, The North Face Outlet (Woodbridge, VA | 2017-2018)
- Knowledge of product technology and specifications to assist customers, increasing store revenue
- Kept a positive and enthusiastic attitude throughout daily shifts toward customers and throughout the workplace