

Katie Thorpe

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Overview and Skills

- Languages and Libraries: CSS, HTML, Javascript, jQuery, APIs, Node.js, MySQL, MongoDB, ReactJS, Bootstrap
- Tools: Heroku, Github, Postman, Robo3T, Lighthouse
- Salesforce: editing pages, customizing and building reports
- Checkout more skills on my Portfolio website: <https://kthorpe1023.github.io/kbt-portfolio/>

- Projects**
- HelpersConnect** Deployed: September 2020 (ongoing)
GH: <https://github.com/darnocer/HelpersConnect>
Deployed: <https://project-03-volunteer-calendar.herokuapp.com/>
Technologies: React, MondoDB, Express, Node.js, Bootstrap, OAuth, Google Calendar API
- A MERN application built with community-service based organizations in mind, volunteers can login and mark which events they plan to attend.
 - Used the Google calendar API to connect our application to the event coordinator's Google calendar.
 - Ensured data rendered properly in each ReactJS component and sent event details to the MongoDB.
 - Peer reviewed code, tackled merge issues and collaborated smoothly as a team.
- Code Connect** Deployed: July 2020
GH: <https://github.com/kthorpe1023/Project-02-Code-Connect>
Deployed: <http://project-02-code-connect.herokuapp.com>
Technologies: HTML, CSS, jQuery, MySQL, Express, Node.js, Bootstrap, OAuth, Handlebars
- A full stack social media application for developers to connect with one another on ideas
 - Implemented OAuth using passport so users needed to login using their Github credentials.
 - Sent login details to the MySQL database and used their unique ID to ensure current user was targeted

- Experience**
- 2U, Inc. Admissions Counselor** May 2019 – present
Denver, Colorado
- Assist applicants through the admissions process as well provide program details
 - Nominated by a manager to train new hires on the admissions team in the use and power of engagement tools – I have conducted two new hire trainings
 - Coordinated weekly sessions for three student facing teams to get to know one another in small groups and improve relationships, with the goal of creating more collaboration to improve applicant and student success.
 - Trained three colleagues on the Zoom classroom and how to conduct a Front Row with an applicant as well as on how to build and customize reports utilizing Salesforce
 - Met or exceeded goals for registered students past add/drop for the January 2020, May 2020, and September 2020 cohorts
- Kelly Services Recruiter** April 2017 – May 2019
Denver, Colorado
- Recruited guest teachers and paraprofessionals for over 90 schools in the area creating posts and searching resume databases on Indeed, Facebook, Craigslist, CareerBuilder, Kelly Career Network, etc. as well as attending job fairs/community events
 - Conducted 12 interviews a week, ~3 performance calls a week to employees on how to improve based on school feedback, oversaw ~1 investigation per week of incidents involving employees, and hired 7 employees a week. Conducted terminations as well
 - Led orientation for new hires once a month
 - Used understanding and professionalism to deescalate distressed employees
- TEKsystems Customer Support Associate** November 2015 – April 2017
Denver, Colorado
- Managed all payroll and operational support for the business of 10 account managers

References available upon request

- Utilized multiple time keeping systems to track hours for 130 consultants to pay them weekly as well as ensure all timecards were approved by the client
- Worked as the primary liaison between field office and corporate office regarding billing issues and consultant compliance
- Extreme attention to detail entering information using PeopleSoft, sending employee folders to corporate, and ensuring the office was informed of the status of all starts
- Answered all phone calls and directed calls to the appropriate contact
- Met with each account manager bimonthly to review missing items and inquire about upcoming business

Education

Bootcamp Certificate: University of Denver
Full Stack Coding Bootcamp

March 2020 – September 2020
Grade: A

University of Wisconsin—Madison
B.A. English Literature and Psychology

August 2010 – December 2013
GPA: 3.4