

LESLY M LOPEZ Y LOPEZ

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Personal Profile:

As a hardworking and reliable individual, I have gained experience in information technology and administrative roles, allowing me to develop exceptional organisational and communication skills. My previous role in Information Technology involved working in an administrative office where I mastered the ability to work under pressure and efficiently handle various technologies.

I am furthering my education by currently undertaking a software web developer course at Code Institute, in conjunction with studies at Southwark College. This comprehensive course has broadened my understanding of how software shapes our world. It has equipped me with hands-on experience in creating websites using HTML, CSS, and JavaScript, Python, Mysql. This experience has helped me ascertain my passion for coding and confirmed my desire to pursue a career in this field.

In addition to these studies, I hold a Gateway qualifications certificate and have completed the Just IT Bootcamp. These certifications have further augmented my proficiency in information technology.

Seeking Opportunities:

I am an experienced and highly motivated IT professional seeking full or part-time opportunities in London and surrounding areas. I am immediately available and open to flexible hours, including weekends. With my extensive experience in information technology, including administrative roles and SIA steward, I can contribute significantly to any IT team.

KEY SKILLS:

- Highly developed administrative and IT skills.
- Proficiency in most Microsoft packages, Linux, Word, Excel, PowerPoint, Outlook, HTML, Database, JavaScript, CSS, Python, Django, Flask, MySql.
- Strong supervisory skills, adept in conflict resolution, financial monitoring, and handling diversity.
- Disciplined, excelling under pressure, with strong attention to detail.
- Fluent in Spanish (native) and advanced in English.
- Possess a UK Driving License.
- SIA Door Supervisor/CCTV License.
- Skills for Care certification.

EMPLOYMENT HISTORY:

Steward SIA Ikea oval Cricket Season2023

Direct Contact Manager Mayowa stewards@kiaoval.com

Security officer at Ikea Oval Cricket,

I fulfilled a crucial role in ensuring the safety and security of the facility, its visitors, and assets. My responsibilities included:

Access Control ,Crowd Control,Surveillance, Emergency Response, Customer Service:Communication, Report Writing,

compliance: Adhering to SIA regulations and Ikea Oval Cricket's security policies, consistently maintaining a high level of professionalism and integrity.

Steward SIA Lords Marylebone Cricket season 2022

Direct Contact Pia Event Manager 07385385296 pia.tandon@uk.g4s.com

I fulfilled a crucial role in ensuring the safety and security of the facility, its visitors, and assets. My responsibilities included:

Access Control ,Crowd Control,Surveillance, Emergency Response, Customer Service:Communication, Report Writing,

compliance: Adhering to SIA regulations and Ikea Oval Cricket's security policies, consistently maintaining a high level of professionalism and integrity.

Vantal Ltd and Liyekri November 2019-January -Present 2023

Administrator and IT Junior Developer Office

17 allied Way W3 7QS LONDON

Direct contact [07999022404](tel:07999022404) Djamal Bessa Director Fleet@vantal.ltd

Main Responsibilities:

As an IT Junior Developer within the Administrator's role, I contributed to the enhancement and maintenance of the company's technological functions. This encompassed tasks related to impoundment, fines, and administrative support.

- Handle car impounds and fines.
- Processing parking fines through all stages quickly, and within contractual time- scales
- Processing all unpaid notices in accordance with the companies' procedures
- Uploading Rental agreements for online representation to our customers
- Posting out copy hire agreements to the relevant Parking offices
- Dealing with phone calls queries from customers who have fines or notices
- Making sure back office is up to date with all correspondents
- Processing all new V5 Documents for our Hire Vehicle
- Road Tax any required vehicles at the end of month online
- Adding and removing vehicles.

SIA Steward O2 Arena G4s Company

Direct contact

[07385432132](tel:07385432132) Sam Manager events November 2021- Present 2023

- Communicating well with clients
- Planning routes, planning area of work,

- Welcoming clients at large events
- Dealing with clients
- Taking care of any inconvenience at events

EDUCATION AND PROFESSIONAL QUALIFICATIONS:

Just IT Bootcamp, (Sep 2023) - (Dec 2023)

Intensive Coding Bootcamp

- Successfully completed an immersive and intensive coding bootcamp at Just IT. Acquired hands-on experience in (specific technologies or frameworks learned). Developed robust problem-solving skills and honed the ability to create efficient, scalable, and well-structured code.

Code Institute, Southwark College and Gateway (2022) - (2023)

Diploma in Software Development L5 Full Stack Software Developer 2023

- Completed a comprehensive curriculum in software development at Code Institute. Gained hands-on experience in building dynamic and responsive websites using HTML, CSS, and JavaScript. Python MySQL Data Base .Acquired a deep understanding of coding principles, algorithms, and best practices in web
- Level 2 and level 3 Certificate in Spectator Safety 2023
- Certificate First AID at Work 2023
- Door supervisor Sia Licence 2023
- Cctv Sia Licence 2023
- L2 Gcse Math Southwark College 2022
- L1 Functional Skill English Southwark College 2023
- Certificate Skills for handleCare
- Certificate in English, Academy Westminster, Oxford Circus London (July 2012-November 2013)
- Professional Qualification in customer Service,
- Diploma Technician in Computation.

(Fritolay) Guatemala December 2007
- Liceo Minerva, (Secondary Education-GCSE Equivalent), Technician in computation Guatemala

(January 2004 October 2006)

References available upon request.