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OBJECTIVE

Looking for an opportunity to apply my current skills while gaining new ones

SUMMARY

- Enthusiastic and able to quickly learn new skills
- Excellent communicational and interpersonal abilities
- Excellent at handling and providing solutions to challenging projects
- Excellent at multi-tasking, working under pressure, and meeting deadlines
- Bilingual- Able to speak, read, and write both English and Spanish

EDUCATION

UT Austin Coding Boot camp – Full Stack Web Development
March 2020 – October 2020

University of Houston-Downtown - B.S.E.T, Major in Structural Analysis and Design (G.P.A. 3.4)
May 2020

WORK EXPERIENCE

WEX INC.

March 2012 – Present

Business Systems Analyst II

- Serve as Liaison between my Company and our Partner in Mexico – First point of Contact on everyday issues
- Create and maintain html call flows for the Company's processing system
- Troubleshoot and fix issues on the system
- Serve as the QA for the Company - Responsible for maintaining and providing solutions to meet to Company's payment success rate goals
- Responsible for testing and providing suggestions and solutions to large new projects for the Company
- Collaborate with multiple teams across the Company including Engineers, Finance, Product, Operations, etc.

WEX INC.

November 2010 – March 2012

Payment Operations Analyst

- In charge of analyzing, researching, and solving multiple business issues
- In charge of conducting reports of critical payments and then report them to upper management
- Responsible for keeping good relationships with our vendors
- Responsible for covering anybody in the team in case anybody was absent
- Point of contact and team lead when supervisor was absent
- Assisted multiple departments within the Company on analyzing data
- Analyzed and provided solutions to problems that came up on a daily basis

SKILLS

HTML, CSS, BOOTSTRAP, MATERIALIZE, JAVA SCRIPT, NODE.JS, ES6.

Drafting software: SAP 2000, AutoCAD 2011, MASTAN, and ANSYS 10.0, Solid Works

Proficient in Microsoft Office 2007-2010 (Excel, Word, Outlook and PowerPoint)

AWARDS/MEMBERSHIPS

May 2009 - University of Houston-Downtown - Received Outstanding Graduate Award for my major's department

May 2009 - University of Houston-Downtown - Scholars Academy - Received Leadership Award

May 2008- May 2009 - Was in the Dean's List for the last three consecutive semesters in college

January 2007 - May 2009: University of Houston-Downtown, Society of Fire Protection Engineers: Member

August 2005 - May 2009: University of Houston-Downtown - Scholars Academy. Scholarship recipient