

# Maud Mainnemard

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reply.github.com

<https://github.com/maudmain>

## EXPERIENCE

### **Bradbury House Limited** —Office Manager

May 2014 - December 2022

Assisted with multi-company purchase ledger management and weekly/monthly payroll processing.

Managed the tender process and assisted with fleet management

Handled insurance claims and assisted with office management and ad-hoc duties

### **40 Alfred Place** — *Event Space Manager*

Sept 2013 - June 2014

Liaised with clients to ascertain their precise event requirements

Managed event space and logistics

### **Novotel, Bristol** — *Event Coordinator*

June 2010 - June 2013

Responsible for the day-to-day tasks and administrative duties of event scheduling

## EDUCATION

### **Front-end Development Bootcamp**,edX/ Trilogy

Dec 2022 - March 2023

Course in application programming interfaces (APIs), user experience design, and building and deploying modern web applications.

### **Post Graduate degree in Event & Tourism**, France

2007-2009

## PERSONAL STATEMENT

As a detail-oriented and enthusiastic Frontend Software Engineer, I am seeking an entry-level position with a company where I can utilize my coding skills and troubleshooting abilities to assist in the timely completion of projects. With experience in HTML, CSS, Javascript, React, Git, and GitHub, I am confident in my ability to be a valuable member of any team.

## SKILLS

Strong organizational and analytical skills with great attention to detail

Excellent time management skills

Resourceful and a team player

Energetic and enthusiastic

Flexible and approachable

## PROJECTS

### **Get Ready (Travel Info Guide)**

<https://github.com/Maks6831/travel-infoguide->

Collaborative project creating a travel info page

### **Weather App**

<https://github.com/maudmain/mm-weather-app>