

MAGGIE MCQUOWN

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SUMMARY

A skilled web developer with a Full-Stack Web Development Certificate, a strong foundation in HTML, CSS, and JavaScript and experience designing and building responsive websites and applications. Expertise in Agile development methodologies and collaborative teamwork, quick learning, and passion for staying up-to-date on the latest web development technologies. Committed to continuing education and the opportunity to contribute to a dynamic development team and drive success through innovative solutions.

EDUCATION

Full-Stack Web Development Certificate
University of Minnesota

October 2022-May 2023

**Bachelor of Science in Fisheries,
Wildlife and Conservation Biology**

December 2021
Twin Cities, MN

- Emphasis: Fisheries and Aquatic Biology
- *Cumulative GPA: 3.6*

WORK EXPERIENCE

Executive Office and Administrative Specialist
Fleet Services University of Minnesota

July 2021 - Current
Minneapolis, MN

- Received two Service awards for leveraging technology tools and resources to enhance customer service and support at the University, resulting in increased satisfaction rates and positive feedback from stakeholders.
- Contact long-term rental customers about preventative maintenance or safety recall issues.
- Successfully onboarded and trained 10+ new student staff members by creating and delivering customized training programs using learning management systems and collaboration tools, which enabled them to adapt to their roles and responsibilities quickly.
- Manage and approve payroll for all front-desk student employees
- Utilized University and Fleet Management Software, including FASTER, Fleet Commander, and Excel spreadsheets, to streamline fleet management processes and optimize resource allocation, resulting in improved efficiency and cost savings for the organization.
- Ran reports and reviewed Fleet information using data analytics and reporting tools, providing valuable insights and recommendations for billing support and performance optimization.

Undergraduate Research Opportunities Program (UROP)
University of Minnesota - Fisheries and Wildlife

January 2021-January 2022
Twin Cities, MN

- Managed and scheduled the acute toxicology study of young fat mucket mussels, an essential mussel species in Minnesota.
- Conducted the toxicology study with a group of high school students.
- Utilized microscopes and other laboratory equipment using great attention to detail in order to complete a toxicology study.
- Collected specimens for the study using various field methods including snorkeling, seine netting, fishing, etc.

Student Supervisor
Fleet Services University of Minnesota

October 2019- July 2021
Minneapolis, MN

- Assist Lease and Rental Manager in managing daily rental and fleet operations by supervising and training incoming rental staff, prepping rental vehicles, and creating daily logs using MS Excel to track prep progress and completion

- Accurately schedule, track, modify, and dispatch rental requests for rental customers using Fleet Commander Fleet Management Software
- Ensure customer adherence to University policies by educating new rental customers
- Review and approve rental customer driver's licenses to verify driver eligibility while keeping up to date on Minnesota licensing requirements

Undergraduate Research Opportunities Program (UROP)
Minnesota Aquatic Invasive Species Research Center (MAISRC)

May 2020-September 2020
Minneapolis, MN

- Designed and distributed a survey to multiple different angling groups using IRB protocols.
- Presented research findings and recommendations to professionals at the MAISRC Convention using presentation software and data visualization tools, receiving positive feedback and recognition for the quality and clarity of the presentation.
- Demonstrated excellent communication skills and adaptability by effectively communicating with diverse groups of professionals and stakeholders using various communication tools, including email and video conferencing software, resulting in successful collaboration and mutual understanding.
- Conducted data analysis and visualization using R Studio and Excel, producing clear and actionable insights that helped inform decisions and improve outcomes for angling groups.

PROJECTS

Be For Reel

Be For Real is a site for lovers of movies, and for lovers of debating, reviewing, and comparing movies. It is a place where users create polls inviting others to choose their favorite from among the presented group of movies.

- Incorporated front-end technologies such as HTML, CSS, Bootstrap, handlebars, and JavaScript to create a user-friendly interface
- Designed and developed a full-stack website using Node.js and the Express.js framework for the backend, with Sequelize as the Object-Relational Mapping (ORM) library to interact with a MySQL database. Leveraged the dotenv module for environment variable management and configuration
- <https://github.com/lkalliance/Be-For-Reel> | <https://be-for-reel.herokuapp.com/>

HUNGEE! App

The HUNGEE! App was designed to tackle a home cook's greatest challenge: what can I make with the stuff I have in my fridge? Use this app to discover delicious recipes using the ingredients you have at home.

- Incorporated front-end technologies such as HTML, CSS, and JavaScript to create a user-friendly interface that allows users to input ingredients and view recipe results.
- <https://github.com/mcquo011/HungeeApp> | <https://mcquo011.github.io/HungeeApp/>

Note-Taker

A simple note-taking application that allows users to create, read, and delete notes. This application uses Node.js and the Express web framework to handle HTTP requests and serve HTML and JSON responses.

- Incorporated JavaScript programming, Node.js, and Express.js for server-side development, along with RESTful API design and implementation
- Incorporated HTTP requests and responses, JSON, file I/O, Heroku deployment, and Agile development methodology to ensure efficient and scalable web applications.
- <https://github.com/mcquo011/Note-Taker> | <https://note-taker-mm.herokuapp.com/>

TECHNICAL SKILLS

- **Languages:** JavaScript, CSS3, HTML5, SQL, NoSQL
- **Applications:** GitHub, MySQL
- **Tools:** Express, React, Node, Query, Bootstrap, Heroku, jQuery, MongoDB, Angular, Vue