

# Matthew Houston

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Portfolio: <https://mhouston-portfolio.herokuapp.com/>

## CAREER OBJECTIVE

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Detail-oriented professional with 2+ years of experience and a proven knowledge of full stack application development. Aiming to leverage my skills to successfully fill and develop with Amazon.

## TECHNICAL KNOWLEDGE

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Skilled using technologies such as: Html, css, javascript, React, Redux, Git, Azure portal/Azure Devops, MongoDB, Node/Npm, MySQL, CORS, encryption/storing PII with low risk, etc. As well as utilizing best practices such as RESTful APIs, AGILE, and a heightened sense of Big-O-Notation with complex algorithms.

## PROFESSIONAL EXPERIENCE

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### FIDUCIARY OUTSOURCING, LLC, Phoenix, AZ

*Lead Full Stack Developer, April 2020 - Present*

- Started off as a junior full stack intern. Over the course of the time I've been here, I have excelled and taken over full support and development with our current platform that previously required three developers.
- Build the front and back end for automating a full 360 payroll/retirement process through either reading/exporting csv, XLSX, and txt files based on client requests or building automation to read xlsx data and process via 3rd party API.
- Build new pages and functionalities for new products we offer or based on client requests.
- Assist with bugs/issues that arise from users.
- Assist other devs with building out complex functions/processes.
- Build scripts to automate SFTP and testing

### TAK COMMUNICATIONS, Phoenix, AZ

*Cable Technician, Jan 2020 - April 2020*

- Test repaired, newly installed, or updated equipment to ensure that it functions properly and conforms to specifications, using test equipment and observation.
- Test circuits and components of malfunctioning telecommunications equipment to isolate sources of malfunctions, using test meters, circuit diagrams, polarity probes, and other hand tools.
- Drive crew trucks to and from work areas.
- Repair or replace faulty equipment such as defective and damaged telephones, wires, switching system components, and associated equipment.
- Assemble and install communication equipment such as data and telephone communication lines, wiring, switching equipment, wiring frames, power apparatus, computer systems, and networks.
- Climb poles and ladders, use truck-mounted booms, and enter areas such as manholes and cable vaults, in order to install, maintain, or inspect equipment.

### BUGCROWD, Englewood, CO

*Business Development Representative, Jun 2019 - Dec 2019*

- Contact new and existing customers to discuss their needs, and to explain how these needs could be met by specific products and services.
- Emphasize product features based on analyses of customers' needs and on technical knowledge of product capabilities and limitations.
- Maintain customer records, using automated systems.
- Demonstrate and explain the operation and use of products.

### PROFESSIONAL BUREAU OF COLLECTIONS OF MARYLAND INC, Englewood, CO

*High Balance Debt Collector, Aug 2018 - Jun 2019*

- Arrange for debt repayment or establish repayment schedules, based on customers' financial situations.

- Advise customers of necessary actions and strategies for debt repayment.
- Record information about the financial status of customers and the status of collection efforts.
- Trace delinquent customers to new addresses by inquiring at post offices, telephone companies, credit bureaus, or through the questioning of neighbors.
- Receive payments and post amounts paid to customer accounts.

## **FLOOR AND DECOR, Highlands Ranch, CO**

*Warehouse Associate, Feb 2018 - Aug 2018*

- Pack and unpack items to be stocked on shelves in stockrooms, warehouses, or storage yards.
- Verify inventory computations by comparing them to physical counts of stock, and investigate discrepancies or adjust errors.
- Drive trucks in order to pick up incoming stock or to deliver parts to designated locations.
- Prepare products, supplies, equipment, or other items for use by adjusting, repairing or assembling them as necessary.

## **TAK COMMUNICATIONS, Aurora, CO**

*Cable Technician, Jan 2018 - May 2018*

- Test repaired, newly installed, or updated equipment to ensure that it functions properly and conforms to specifications, using test equipment and observation.
- Test circuits and components of malfunctioning telecommunications equipment to isolate sources of malfunctions, using test meters, circuit diagrams, polarity probes, and other hand tools.
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## **REPUBLIC NATIONAL DISTRIBUTION CO, Littleton, CO**

*Warehouse Associate, Jun 2017 - Jan 2018*

- Perform general warehouse activities, such as opening containers and crates, filling warehouse orders, assisting in taking inventory, and weighing and checking materials.
- Load and unload trucks, vans, or automobiles.
- Verify the contents of inventory loads against shipping papers.

## **DIRECTV, Englewood, CO**

*Resolution Specialist, Jun 2015 - May 2016*

- Trained in all aspects of Directv customer service.
- Take and monitor escalated calls regarding retention, billing, and technical support.
- Designed for one call resolution to "End the madness"

## **SSM DIRECT, Englewood, CO**

*Account Specialist, Dec 2014 - Jun 2015*

- Prepare sales presentations or proposals to explain product specifications or applications.
- Visit establishments to evaluate needs or to promote product or service sales.
- Face-to-face selling Directv in big box retailers such as Walmart and Sam's Club.

## **SAFEWAY, Lone Tree, CO**

*Deli Clerk, Apr 2013 - Dec 2014*

- Clean and sanitize work areas, equipment, utensils, dishes, or silverware.
- Take and record temperature of food and food storage areas such as refrigerators and freezers.
- Prepare a variety of foods, such as meats, vegetables, desserts, according to customers' orders or supervisors' instructions, following approved procedures.

## **EDUCATION**

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### **UDEMY ONLINE COURSES**

*Web Developer Bootcamp*

*The Advanced Web Developer Bootcamp*

*The Complete React Bootcamp*

*Algorithms & Data Structures*

*The Ultimate MySQL Bootcamp*

### **CHEROKEE TRAIL HIGH SCHOOL**

**Aurora, CO**

*Completed General Education (2012)*