Micaela Opoku-Mensah
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An enthusiastic and industrious individual eager to develop further skills and seize the riches and challenges of the Front-End Software Developer Apprentice position. If you're seeking someone who is a teamplayer, loves to learn and achieves goals at a very high standard, my experience is invaluable.

Technical Skills

Languages & Frameworks: JavaScript, React, Next.js, Vite, Tailwind CSS, Shadcn.
Design & CMS: WordPress (Elementor), Figma, Canva, NationBuilder CRM.
Tools: GitHub, VS Code, Trello, Slack, Complianz, Fluent Forms/CRM, Agile collaboration, Pair programming.

Personal Skills & Attributes

- **Communication skills:** Friendly and confident with interacting with people and ensuring needs are met.
- **Innovative:** Visionary and creative in coming up with new ideas and ways of increasing efficiency.
- **Teamwork skills:** Strong ability to operate with or without supervision and capable of leading self and teams strategically.
- **Problem solving skills:** Diligent in paying attention to detail and making sound judgements.
- **Organisational Skills:** Proactive in managing and prioritising projects to meet deadlines.

Projects

PulsePoint Health ⌒   **Independent Project**   **Sept. 2025 - Jan 2026**
- Developed a health-focused web application with an emphasis on **usability, accessibility, and clear information** presentation.
- Built **responsive** layouts and structured components to support scalability and maintainability.
- **Achievement:**Strengthened front-end fundamentals through a real-world themed project while reinforcing industry best practices.

Barnet Food Partnership   **Web Designer & Developer(Volunteer)**   **Feb.2025- July 2025**
- Designed and developed a bespoke, responsive **WordPress site** built to connect Barnet residents with local food support services and events.
- Created **Figma** mockups and iterated designs based on client feedback.
- Integrated SEO, accessibility, cookie consent and newsletter functionality via Fluent CRM.
- Conducted client training on WordPress basics, enabling them to manage newsletters and blogs independently.
- **Achievement:** Delivered a **polished, professional website** that **enhanced the charity's online presence** and aligned with their branding.

SplitMate App ⌒   **Front-End Developer(Volunteer)**   **Sept. 2024 - Nov 2024**
- Collaborated in a **remote team** to build an expense-splitting app using **React, Tailwind CSS, Vite, Firebase and Shadcn.**
- Led **user story breakdown** and **sprint planning** using **Trello** to manage workflows and track progress.
- Strengthened **skills in agile collaboration**, product thinking, and component-based development.
- **Achievement:** Led the user story and planning process, organized the team's workflow and successfully met project requirements and project deadline.

EasyEats App ⌒   **Front-End Developer(Volunteer)**   **June 2024 - Aug.2024**
- Built a **responsive** menu app in a **remote team** using React, Next.js, and Tailwind CSS.
- Translated UX designs into functional UI and **contributed to key technical decisions**.
- Managed **sprint tasks using Trello** and collaborated via GitHub
- **Pair programmed** interactive features.
- **Achievement**:Delivered a polished, production-ready app while gaining first-hand experience with React.

Work Experience

PWW Solicitors   **Grants Management Administrator**   **June 2024 - Current**
- Supporting the Grants Management Executive and the Charity Grants Finance Executive with clerical and financial administration.
- Carrying out website administration and updates for clients' and PWW.
- Assisting with the filing obligations of charities with the Charity Commission, HMRC and Companies House.

Hilltop Medical Practice, London   **Administrator**   **June 2023- June 2024**
- Managed and reviewed hospital referrals using the Emis Web and ERS system.
- **Achievement**: Streamlined hospital referral follow-up process for patients, resulting in faster diagnosis appointments.

Longrove GP Surgery, London   **Medical Receptionist**   **Oct.2022-Jan.2023**
- Used Emis Web Software as per practice protocol to manage confidential medical records and book appointments.

- **Achievement**: Commended for building quality rapport with the general public.

Newington Green Alliance Charity, London　　　　**Volunteer Website Manager**　　　　**Sept.2020-Sept.2021**
- Responsible for website migration from Squarespace to Nationbuilder CRM. (Launched [website](#)).
- Collaborated with all staff to ensure that the website aligns with brand strategy and meets the organization's standards.
- **Achievement:** Created appropriate website content aligned to the organization's strategy.

Code First: Girls, Remote Learning　　　　**Software/Web Development student**　　　　**May 2020-July 2020**
- Collaborated with a fellow team member on the initialization of the [Final Course Project](#), creating the fictional website, Location Lockdown, hosted on [Github](#)..
- **Achievement**:Won Code First Girls Course Competition for the '**Most Creative Website'** out of 25 applicants.

Tavistock Institute of Medical Psychology- London　　　　**Clinical Administration Assistant**　　　　**August 2019-March 2020**
- Served as the first point of contact for telephone and email enquiries from the general public and maintained confidential client data on Salesforce in accordance with GDPR procedures.
- **Achievement**:Spearheaded the digitization of clinical records by improving record-keeping systems and procedures for archives.

Education & Qualifications

Code First: Girls-Remote Introduction to Web Development: HTML5, CSS3, JavaScript　　　　**May 2020 - July 2020**
Oxford Brookes University - Oxford BA in Politics & International Relations　　　　**September 2013 -May 2016**
Q.E Girls School-Barnet　　　　**September 2010 - 2013**
A LEVELS: EPQ(GRADE A) • POLITICS(GRADE B) • MATHS(GRADE C)
GCSE : MATHS (GRADE A) • ENGLISH(GRADE B) • RS(GRADE A) • SCIENCE(GRADE B) • IT (GRADE C)

Hobbies

Arts and Crafts, Sewing, Reading and Photography