

Mitchell Griffiths

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<https://github.com/mitchellmgriff>

Sacramento, CA

Skills: C#, .NET, ASP.NET CORE, LINQ, Entity Framework, SQL Server, Blazor/Razor Pages, Bootstrap, Javascript, JQuery, XML, HTML, CSS

Education:

B.A California State University, Chico

The Tech Academy

- C# and .NET Bootcamp

Personal Projects:

Recruitment Dashboard

[\[https://github.com/mitchellmgriff/CandidateCom-Simple-Candidate-Dashboard\]](https://github.com/mitchellmgriff/CandidateCom-Simple-Candidate-Dashboard)

- Designed and implemented a web application using ASP.NET Core, Entity Framework, and SQL Server.
- Utilized Entity Framework to model and interact with the database, allowing for easy retrieval and modification of candidate information.
- Employed HTML, CSS, and Bootstrap to create an intuitive and user-friendly interface for interacting with the web application.
- Created views and controllers in ASP.NET Core to handle user requests and provide appropriate responses, including handling form submissions and displaying candidate information.
- Used LINQ to write efficient and effective database queries, allowing for quick retrieval of candidate information based on various criteria.
- Implemented authentication and authorization features in ASP.NET Core, allowing for secure access to the web application by registered users.
- Utilized the MVC (Model-View-Controller) pattern to separate concerns and improve maintainability of the codebase.
- Employed Visual Studio and Git for source control, enabling efficient collaboration and version tracking.

FITCOM E-Commerce

[\[https://github.com/mitchellmgriff/FITCOMV2\]](https://github.com/mitchellmgriff/FITCOMV2)

- Developed an Ecommerce site to continue my education in web development with ASP.NET Core.
- Developed and implemented the FITCOM project using ASP.Net Core, resulting in a fully functional e-commerce website.
- Designed and implemented the database schema for the project, ensuring efficient data storage and retrieval.
- Created the shopping cart functionality using ASP.Net Core, allowing customers to add items to their cart and complete transactions.
- Implemented user authentication and authorization features using ASP.Net Core Identity, ensuring secure access to the website's features.
- Designed and implemented the user interface for the FITCOM project, providing a seamless and intuitive user experience.
- Queried simple commands in SQL for database management.

- Utilized Entity Framework for database operations, allowing for efficient data management and seamless integration with ASP.Net Core.

Experience:

Zeektek

November 2021 – Present

Technical Recruiter

- Became familiar with programming languages and technologies to thoroughly understand job descriptions.
- Review requisitions and find candidates through various applications to find top tier candidates.
- Contact candidates whether it be through phone call, text, email, or other messaging applications to discuss opportunities and their skillsets to make sure it is a correct fit.
- Resume formatting to make sure all qualifications that may not be listed on resume are displayed for hiring managers.
- Submit candidates to the hiring manager with a template that reviews all information needed for employment.
- Set up screening calls to obtain information on past experiences, ideal work environments and informed candidates about company culture, pay and benefits.
- Coordinate with account managers and schedule interviews to get candidates and hiring managers in contact.
- Negotiation with candidates and hiring managers to align to their specific needs.

Sunergy California LLC. (Out of business)

February 2021- September 2021

Human Resources Recruiter

- Excelled in full cycle recruitment, sourcing, networking, and termination policies.
- Searched thoroughly within recruitment platforms to ensure the most qualified candidate was right for the position that was needed.
- Ability to design and configure new hire orientation practices that adapt to new policies that the company implements.
- Ethically and thoroughly completed the on-boarding process that verified candidates were eligible for the available positions in order to ensure reduced liability for the company. (Credit Checks, Background Investigations, Reference Inquiries, and Drug Tests).
- Maintained all services including screening services and benefit programs to make sure they were paid and had no issues which required direct contact with all

departments in the company.

- Vastly increased social media presence throughout four new platforms (LinkedIn, ZipRecruiter, indeed, Google Jobs) to be able to effectively acquire a virtual presence in the online community (50% increase social media interaction).
- Implemented a new insurance policy from the ground up within the first month, ensuring the new enrollment of 100+ employees including medical, dental and vision.
- Specialized in understanding and translating between Mandarin and English-speaking employees, (80% of the staff only spoke Mandarin, was able to efficiently communicate and translate information to get employees benefits and all other inquiries resolved despite a large language barrier).
- Performed procedures of pay raises to accommodate minimum wage increases and inflation.

References available upon request

