Michael Realy

mjrealy.herokuapp.com

(815) 975-1337 -- mjrealy@gmail.com -- github.com/mrealy -- www.linkedin.com/in/michael-realy-97421147

Technical Skills

Strong: JavaScript/jQuery, Git, HTML/XML, Bootstrap, Node, Express, React, Microsoft Suite, G Suite Experienced: MongoDB, Mongoose, mySQL/Sequelize, Handlebars, CSS, Agile/Waterfall, draw.io, Jest

Projects

ShuttleExtravaganza! – Find and archive events to connect nearby users with similar interests for rides, carpooling, etc. (MERN)

- Full Stack: React components/functions, dataflow, mongoose schemas and routes
- Technologies used: MERN, CSS/Bootstrap, google auth, seatgeek API, google maps API

Tell Me, Who ARE You? - Customizable party game with safe and risqué questions. (CRUD)

- Full Stack: Sequelize models, handlebars templates, express routes
- Technologies used: node, express, handlebars, CSS/Bootstrap, Sequelize, passport.js

Tender – Recipe browsing app modelled after Tinder.

- Front End: JavaScript & jQuery logic, parsing API data
- Technologies used: HTML, CSS, JavaScript, jQuery, Spoonacular API, Firebase

Experience

Northwestern University - Financial Assistant, Alumni Relations

2016 - present

- Create/update onboarding materials, job aids & business resources for retention of current policies and operational maturity. Train new hires on policy/procedure and timecard/accrual system.
- Used Peoplesoft & BI systems to compile/analyze travel data, built excel travel calculators to support zero-based budget planning, and updated compliant travel spending limits for regional trends & inflation.
- Manage vendor contract workflow and correspondence, advise collaborators of liability requirements and necessary documentation, review and route to appropriate signatories.
- Approve high volume of financial transactions, provide timely budget reporting (including executive-level reports exceed \$1 million) and financial support for over 20 chart strings.
- Managed responsibilities and initiatives while supervisor was on leave for nearly 6 months.

The Malnati Organization – Waitstaff / Trainer

2013 - 2016

- Updated antiquated training materials and developed benchmarking requirements for trainers/trainees.
- Set up new server station and designed layout for efficient workflow after restaurant renovations.
- Developed excellent rapport with staff and clients, as proven by returning customers, yelp reviews, and a tip average above that of peers.

Education

Northwestern University Coding Bootcamp, 2017

Columbia College Chicago, B.A. Music Composition, 2013