

# OLIVIA CHOMA

orchoma@gmail.com

Mobile: 585-362-7926

## WORK EXPERIENCE

- Wegmans Food Markets Inc.  
2011 - 2021  
**Pharmacy Technician**
  - Data entry, client contact record management
  - Inventory management and product fulfillment
  - Customer service and phone support
- Viticulture Wine Bar  
2019 - 2021  
**Digital Marketing Assistant**
  - Social Media management and digital content creation
  - Wix web design, and web presence management
  - Customer support and Event Planning
- Allied Financial Partners  
2022 - Present  
**Administrative Coordinator**
  - Data entry, client contact record management,
  - Customer Service, phone support, scheduling

## EDUCATION

- Monroe Community College  
2012 - 2014  
**A.S. Liberal Arts**
  - Phi Theta Kappa Honor Society, Chapter Vice President
- Western Governors University  
2022 - 2024  
**B.S. Information Technology**
  - Anticipated Graduation: May 2024

## CERTIFICATIONS

- Coding Dojo Bootcamp  
2021-2022  
**Full Stack Development Certification**
  - 640 clock hours of coding
  - Web Fundamentals, Python, Java, MERN

## SKILLS

- Web and Application Development
- Object Oriented Programming
- Version Control
- API Architecture
- UI / UX Design
- Database Design
- Adobe Creative Suite
- Project Management
- Communication
- Problem Solving
- Customer Service