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| Paul Kalaitzidis   |  |  | | --- | --- | | Web Developer | (860) 712-4788 | | |
| Paul Kalaitzidis Details 63 Eddy Road, Barkhamsted, 06063, United States  +1 (860) 712-4788  [kalaitzidispaul@gmail.com](mailto:kalaitzidispaul@gmail.com) Date of birth 08/02/1999 Links [LinkedIn](file:///Users/paulkalait/Downloads/www.linkedin.com/in/paul-kalaitzidis-393555196)  LinkedIn.com/Paul Kalaitzidis Skills  |  |  | | --- | --- | | Microsoft Office | | |  |  |  |  |  | | --- | --- | | MySQL | | |  |  |  |  |  | | --- | --- | | NodeJS | | |  |  |  |  |  | | --- | --- | | JavaScript | | |  |  |  |  |  | | --- | --- | | HTML/CSS | | |  |  |  Languages  |  |  | | --- | --- | | English (Native) | | |  |  |  |  |  | | --- | --- | | Greek | | |  |  |  |  |  | | --- | --- | | German | | |  |  |  Hobbies Exercising, Going on Walks, Learning German, and Meditating. | |  |  |  |  | | --- | --- | --- | --- | |  | | Profile | | |  | Hardworking College graduate seeking employment. Excellent analytical skills combined with a strong knowledge of web development and financial skills. Goal oriented, bringing forth a compassionate, disciplined, and people-oriented attitude. | |  |  |  |  |  | | --- | --- | --- | --- | |  | | Employment History | | |  | Tax Intern at CohnReznick, Hartford, CT January 2022 — April 2022   * Preparing individuals, partnerships, and corporate tax returns * Assisting Tax department with daily workflow * Using accounting software to prepare tax extensions. * Creating trial balances using CCH Engagement.  Assistant in Purchasing at Central Connecticut State University, New Britain, CT June 2021 — December 2021   * Inputted data entries related to purchase orders * Scanned financial documents, contracts, and W-9 into Perceptive Content * Added and maintained vendors in the University’s financial system * Filed departmental mail for accounts payable * Created Journal entries and balance sheet reconciliations * Used Microsoft Excel to keep track and organize procurement documents  Server at The Tributary, Winsted May 2017 — August 2021   * Worked in a fast-paced environment to ensure customer satisfaction * Resolved all customer complains efficiently * Multi tasked and utilized teamwork skills to succeed * Knowledge with bottled wines, mixed drinks, and other beverages * Maintained a friendly persona with customers without exceptions | |  |  |  |  |  | | --- | --- | --- | --- | |  | | Education | | |  | University of Connecticut Coding Boot Camp January 2022 — Present Bachelor of Science, Central Connecticut State University, New Britain, CT December 2019 — December 2021  General Finance  ***President’s List 2021***  **GPA:** **3.56/4.00** A.S. Business Administration, Tunxis Community College, Farmington, CT August 2017 — December 2019  Dean's List  **GPA: 3.38/4.00** | | |  |  | |  |  |  |  |  | | --- | --- | --- | --- | |  | | Other Skills | | |  | * Working knowledge of GitLab and Github * Knowledge about RESTful API designs and implementation * Experience building web applications * Experience with npm * Ability to collaborate effectively with teams located in different geographies | | |