PHILLIP PENSE

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SUMMARY

Recent graduate seeks to apply knowledge and skills in software development position. Learns and adapts quickly to new technologies. Consistent history of success in leading teams to complete all tasks and milestones under strict time and budgetary constraints. Strong background in customer service; collaborates effectively with all levels of the organization and with clients to meet business objectives.

TECHNICAL SKILLS

Java	JavaScript	HTML / CSS	React
JQuery	Flexbox	Bootstrap	Grid
Spring	SQL Server	MongoDB	WebAPI

EDUCATION

Woz U   **Scottsdale, AZ**

Certificate, Java Full Stack Web Development (2019)

PROJECTS

Woz U, Capstone Project, 2019

Full Webpage Design

- Developed responsive frontend design landing page and implemented backend for realty management company using HTML, CSS, JavaScript, Java, Spring MVC, WebAPI, and SQL; constructed homepage, and subpages, including about us, properties and leasing, and resources
- Collaborated with client to identify styles, colors, and layout; presented final recommendations to client
- Created database for customer information based on type; provide real-time data for tenant rental payments or resident HOA payments, and offer monthly investor and resident reporting capabilities

EXPERIENCE

2011 – Present   **Independence Title Company**   **Austin, TX**

Escrow Officer / Closer

- Verify and process finalization of real estate closings; summarize recorded documents, research and resolve title issues, receive and deposit earnest funds, and update and maintain all system records and files
- Close over $30MM annually in real estate transactions; confirm all parties' legal and financial obligations are met prior to funds disbursement and escrow completion
- Liaise between clients and lenders on financed transactions; promote client satisfaction through timely delivery of documents and information, and ensure compliance with lenders funding requirements
- Compile closing documents per list of required legal instruments; review purchase contracts for accuracy, and calculate financial figures to prepare settlement closing statements