Ryan L. Brooks

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GitHub: https://github.com/ryanbrooks99
Portfolio: https://ryanbrooks99.github.io/portfolio/

CAREER SUMMARY

Thorough and established business professional working to obtain full stack coding certification in order to apply technical skills towards building functional server-side applications. Strategic problem solver with the persistence necessary to execute goals.

TECHNICAL SKILLS

Agile/SCRUM/Waterfall, React, Mongo DB, Mongoose, VS Code, HTML5, CSS3, JavaScript, Bootstrap, UI Kit, jQuery, GitBash, GitHub, GitLab, REST APIs, Node.js, ES6, Express, MySQL, Handlebars, ORMs, Sequelize, Heroku, NPM, Granim, Excel, Word, PowerPoint, Outlook, Enterprise, Adobe Professional, GUS, Loan IQ, GPA, iCon, GIN

PROJECTS

MusiQuery | http://project-2-agrc.herokuapp.com/
Application allows artists to search for networking opportunities with other artists and industry professionals.
- Full-stack developer
- Technologies: HTML, Bootstrap, API routes, Sequelize, Express, Passport, Granim

CockTell Me | https://oksimone.github.io/cocktellme/
Application allows users to take personality assessment then be paired with perfect cocktail based on results.
- Front-end developer
- Technologies: HTML, UI Kit, APIs

Day Planner | https://ryanbrooks99.github.io/dayplanner/
Fully functional day planner which stores user's daily to-do list activities.
- Front-end developer
- Technologies: HTML, Bootstrap, Javascript, Local storage, Moment.js

PROFESSIONAL EXPERIENCE

AVP | Relationship Administrator: Bank of America, Charlotte, NC - August 2014 - Current

- Recipient of Bronze award for 100% accuracy on 2017-2018 portfolio audit

- Manage portfolio of multimillion-dollar credit facilities including construction, term, subscription lines, and revolving lines of credit for commercial real estate investors and developers
- Work closely with title and escrow companies on closing transactions, payoffs, refinances, and to order date down endorsements, review of as-built surveys and other new construction related documents
- Analyze and process funding of complex construction draw requests including disbursements for CAPEX, TI/LC, and FF&E
- Communicate daily with clients to deliver comprehensive reporting on general loan inquiries including timing of draw funding, taxes, insurance, and covenant requirements
- Continual research and monitoring of client's total risk exposure (TRE)
- Strengthen trust and rapport by developing strong relationships with clients
- Improve system of record data integrity and covenant compliance through detailed analysis and interpretation of complex loan documentation

AVP | Payoff Department Team Leader | Client Relations Manager: Bank of America, Charlotte, NC - February 2010 - August 2014

- CRM for private portfolio of 200+ commercial mortgages
- Team leader and interim Payoff Department manager; responsible for delegating assignments, as well as training and mentoring teammates
- Regarded as Subject Matter Expert for payoff and lien release related inquiries
- Developed and implemented process improvements which improved efficiency of department
- Mitigated risk through review and approval of payoff statements calculated by team members
- Processed lien releases and UCC terminations for paid in full mortgages via third party vendor

ADDITIONAL EXPERIENCE
Payoff Department Analyst: Bank of America, Charlotte, NC - Oct 2007 – Feb 2010
Financial Statement Analyst: Bank of America, Charlotte, NC – Sept 2006 – Oct 2007

EDUCATION
Certificate in Full Stack Web Development – October 2020
University of North Carolina-Charlotte

Bachelor of Arts, Business Administration – December 2003
University of North Carolina-Wilmington