

# Shelby Reyes

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LinkedIn: [www.linkedin.com/in/shelbyreyes/](http://www.linkedin.com/in/shelbyreyes/) | Github: <https://github.com/sdreyes> | Website: <https://sdreyes.github.io/>

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## SUMMARY

Full Stack Web Developer with experience using JavaScript, CSS, HTML, Bootstrap, and jQuery. Quick learner, patient teacher, and adept problem solver. Excellent interpersonal and written communication skills. Known among colleagues for keen eye for detail and superb organizational skills. Bring experience obtained through multi-faceted work environments including data-analysis, education, accounting, and customer service.

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## TECHNICAL SKILLS

JavaScript, HTML5, CSS3, jQuery, Bootstrap, AngularJS, Firebase, Ionic Mobile Framework, Node.js, MySQL, MongoDB, Express, Handlebars.js, Photoshop, WordPress. 70 WPM typing speed. High level of PC literacy.

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## PROJECTS

**Trivia Game** | <https://github.com/sdreyes/TriviaGame> | <https://sdreyes.github.io/TriviaGame/>

*A trivia game with 10 questions that allows the user 30 seconds to answer, displays a 5 second answer screen, and at the end displays a results screen.*

- Demonstrates proficiency with JavaScript timing events and dynamically updating web applications
- jQuery, HTML, CSS, JavaScript, Bootstrap

**GifTastic** | <https://github.com/sdreyes/GifTastic> | <https://sdreyes.github.io/GifTastic/>

*Uses Giphy API to display 10 still GIFs when the user clicks a button. They animate upon the user clicking the image.*

- Uses AJAX to make RESTful calls to an API
- Dynamically updates HTML using jQuery event handlers
- jQuery, HTML, CSS, JavaScript, Bootstrap, Giphy API

**Train Scheduler** | <https://github.com/sdreyes/Train-Scheduler> | <https://sdreyes.github.io/Train-Scheduler/>

*A train scheduling application that incorporates Firebase to host data about each train.*

- Uses Firebase to create persistent data and Moment.js to manipulate arrival and departure data
- Firebase, jQuery, HTML, CSS, JavaScript, Bootstrap, Moment.js

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## EXPERIENCE

**Office Manager** – Federation Early Learning Services – Broomall, PA

**2015 - Present**

Design and edit marketing materials for publishing, complete weekly payroll and schedules for a team of 16 employees, coordinate community events, troubleshoot problems with and repair office equipment, and run the front desk daily

Key Accomplishments:

- Streamlined file and data tracking for 16 employees and 60 students by creating dynamic Excel spreadsheets
- Increased student enrollment by 20%
- Raised over \$4,000 for the school through fundraising efforts

**Administrative Assistant** - Michaels Stores - Springfield, PA and Woodbridge, VA

**2009-2015**

Maintain store funds and payroll records, prepare daily deposits, investigate money discrepancies, and audit inventory

Key Accomplishments:

- Increased the store's audit score by 7%
- Awarded "Michaels Loss Prevention Hero" certificate for outstanding customer service and detailed work
- Minimize store damage losses by creating and maintaining a "Sold As-Is" program

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## EDUCATION

**University of Pennsylvania**, Philadelphia, PA – Full Stack Web Development Bootcamp

**George Mason University**, Fairfax, VA – B.A. History