**Lakshmi Shaji**

***EDUCATION***

**Temple University College of Science and Technology,** Philadelphia, PA

Bachelor of Science — Information Science and Technology

Computer Security & Digital Forensics Certificate

December 2021

***TECHNICAL EXPERIENCE***

**Continuing Education Systems,** Philadelphia, PA—​Junior Business Analyst/ Front End Developer

May 2018 - PRESENT

* Improved user experience by analyzing site wide content and created insightful user personas that drove new redesign efforts for the Office of Noncredit.
* Took lead role creating software resource specification documents to enhance stakeholder buy in.
* Documented and completed a detailed testing plan for Osher Lifelong Learning Institute’s lottery system that found potential defects prior to a product release.
* Implemented mobile friendly, responsive design to department shopping pages using Bootstrap CSS.
* Utilized REST API and JavaScript to bridge Temple University’s centralized alerting system and noncredit shopping site in order to automatically populate weather alerts.

**TedxTempleU,** Philadelphia, PA—​Director of Web Development and Maintenance

November 2018 - April 2019

* Designed a user interface for the TedxTempleU event to document event details and drive e-ticket sales.
* Collaborated with a design team to decide theme, layout and content for the event site.
* Implemented Bootstrap and CSS driven features to landing page in order to increase appeal and ease of navigation.
* Engaged in participant selection process in order to evaluate, diversify and decide program speakers.

***TEAMORK AND LEADERSHIP***

**Hosting Our Own Talks, ​**Philadelphia, PA — Director of Social Media and Marketing

October 2017 – September 2019

* Managed social media platforms and presence of the club to increase outreach for events.
* Implemented and maintained professional standard for the club by creating a LinkedIn account and unifying all platforms to one central theme.
* Presented information regarding topics that affect society today in order to drive conversation and dialogue.

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**Work Authorization: U.S. Citizen**

**Technical Skills**

HTML/CSS

JavaScript

Photography

Quality Assurance

REST API

SQL

Technical Writing

UX/ UI Design

Git Version Control