

SHAREIF JONES

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EDUCATION

Syracuse University, David B. Falk School of Human Dynamics, Syracuse, New York **05/2019**
Bachelor of Science in Public Health
Syracuse University Madrid, Madrid, Spain – Spring 2018

CareerFoundry, Germany **12/2024**
Professional Certificate in Full Stack Web Development
Key Skills: Python, JavaScript, SQL, HTML, CSS, Node.js, React, Testing

TECHNICAL SKILLS

- Programming Languages: Python, JavaScript, HTML, CSS, SQL
- Tools & Frameworks: Node.js, React, Agile Methodologies
- Systems: MacOS, Linux, Windows
- Additional: IT Project Management, Leadership, Problem Solving

PROFESSIONAL EXPERIENCE

IES Clara Campoamor, Madrid, Spain **10/2023 – 06/2024**
Auxiliar de Conversación, English Teacher

- Built a curriculum based on the school's expectations.
- Lead classroom lessons, activities, and discussions.
- Adapted to a new country and language while still fulfilling job responsibilities.

Oracle, New York, NY **04/2023 – 09/2023**
Associate Healthcare IT Consultant

- Designed and implemented custom Millennium software solutions for clients.
- Delivered exceptional customer service while managing on-site and virtual client interactions.
- Collaborated with cross-functional teams to troubleshoot and resolve complex issues.

United Way of New York City, New York, NY **04/2022 – 04/2023**
Senior Associate, IT Project Assistant & Trainer

- Worked collaboratively with the IT project managers and team to maximize productivity and contributing to the entire project lifecycle.
- Trained staff in using enterprise systems and developed technical manuals.
- Coordinated efforts across functionally within teams and with outside consultants.
- Conducted organization-wide workshops on software tools and IT processes.

United Way of New York City, New York, NY **05/2021 – 04/2022**
Associate Health Navigation Coordinator, Project Manager

- Communicated regularly with program leadership across cross functional teams to address gaps in service and/or make recommendations for program adjustments.
- Lead nationwide trainings for different software's and programs utilized.
- Attended testing and vaccine events to provide in-person IT support, guidance, and on-the-job training for new staff and volunteers.

NYC Health & Hospitals, Queens, NY **06/2020 – 05/2021**
Navigation Associate, Administrative Assistant

- Streamlined workflows using Epic EMR software and trained new hires
- Administered documents, answered questions, and made sure to disseminate information appropriately
- Problem-solved in a timely manner and escalated issues to other team members as needed

Primary PartnerCare, Great Neck, NY **11/2019 – 05/2020**
Physician Support Coordinator, Project Manager

- Managed multiple projects and highly confidential physician and patient information
- Coordinated meetings and served as a primary contact for office managers' and physicians' questions regarding various payer programs
- Educated and supported practices on company healthcare software utilized by physicians & staff

Project Highlights

Recipe App

- Developed a full-stack application to manage and share recipes, utilizing Python for the backend and Angular for the frontend.
- Implemented RESTful APIs to enable seamless data interaction and a dynamic user experience.
- Designed a responsive interface with robust CRUD operations, ensuring usability across devices.
- Integrated MongoDB for efficient data storage and retrieval, enhancing scalability.
 - Username: test-user Password: recipes1

Meet Application

- Built a progressive web application using React and Google Calendar API for scheduling and event management.
- Designed and maintained scalable backend infrastructure, integrating MongoDB for data storage and Node.js for efficient server-side operations.
- Delivered seamless user experiences with offline functionality and real-time data updates.

MyFlix Web Application

- Developed a responsive movie database application using JavaScript, React, and RESTful APIs.
- Ensured robust testing and high-quality code standards with modern frameworks.
- Demonstrated full-stack expertise in a scalable, user-centric environment.