

GLORIA BRADFORD

1940 Historic 66 W, Apt. 709
Waynesville, MO 65583
(573) 433-6594
gloria_bradford2@yahoo.com

Transition Role: Front-End Developer

Portfolio: <https://shinyb.github.io/GBradford-Portfolio/>

Preparation for Role:

- Scrimba Frontend Developer
- Code Academy Web Developer course
- Adobe Certified Training courses in Photoshop, Illustrator, InDesign and Web Essentials course, Google Digital Marketing course

Relevant Skills:

| | | | |
|-------------------|---------------------|--------------------|-------------------------|
| <i>CSS</i> | <i>UI/UX design</i> | <i>illustrator</i> | <i>Microsoft Office</i> |
| <i>HTML5</i> | <i>Node.js</i> | <i>Writing</i> | <i>InDesign</i> |
| <i>JavaScript</i> | <i>Rest API</i> | <i>SQL</i> | <i>Keynote</i> |
| <i>React</i> | <i>Photoshop</i> | <i>Excel</i> | <i>Google Docs</i> |

EXPERIENCE

Dec 2017 to Jan 2022

Metamorphosis Outreach Empowerment Center, 1018 Missouri Ave, Suite 7, St. Robert, MO 65583

Executive Assistant and IT manager

- Upgraded memory on Mac computers so we could install the latest Mac OS which avoided purchasing new computers saving the church \$7,000.00.
- Served as internal tech expert keeping LAN running at 95% efficiency, installed software upgrades and trained others
- Designed graphics and wrote content for weekly e-announcements, daily emails, event flyers, baptism certificates, scholarship applications, contracts and more...
- To improve engagement during lock-down, I created a website for the church in which participants could watch live services other than on Facebook.
- For 20 weeks, organized and directed the distribution of over 11,000 boxes of food which helped 800 families avoid food insecurity in our community
- Initiated and managed the Fill-up for Hope program which raised funds for local cancer patients. Under my direction donations increased by 200% each year

Aug 2011 to Nov 2012

NCS, AmeriCorps VISTA, Waynesville R-VI School District, 200 Fleetwood Drive, Waynesville, MO 65583

App Developer

- Developed a web-application for the local school district that records academic and behavioral data of at-risk students. Using SureStep Monitor improved the accuracy of the data collection which consequently improved the determination of the next intervention.
- Promoted school activities by designing and writing content for flyers, emails, and television spots.
- Improved the software by adding behavioral and discipline modules to the mentoring software
- Created video training for SureStep Monitor

Nov 2005 – Mid/2013

GAB Data Solutions, Waynesville, Missouri 65583 (freelance)

- Developed subscription version of SureStep Monitor
- Built website to market SureStep Monitor and packaged software for downloads
- Operated a computer repair service

Mar 1999 to Nov 2004

National Equity Fund, 120 South Riverside Plaza, Chicago, IL 60606

Data Analyst (03/1999-11/2004)

- Use Excel to prepare data from external sources for integration into internal SQL Server database, i.e., eliminate duplicates, match field labels, match formatting, and track empty cells,
- Work closely with investors to answer their specific questions regarding the health of the investment funds. This real time access allowed investors to make business decisions based on current information, and not having to rely on static information such as semi-annual reports.
- Use visualization tools like Crystal Reports and Excel to create charts and graphs to make the aggregate results quickly understood as well as aesthetically pleasing.
- Coded complex SQL queries to extract data for the web development team while assuring accuracy and performance were in line with policy metrics.
- Monitor the database for sluggish performance and security vulnerabilities due to poorly optimized queries. Analyze, evaluate, and implement modifications to the database to resolve these issues.