

ELSPETH HUMBLE

Front End Developer

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<https://github.com/spethstation>

PROFILE

I am a meticulous and driven individual who takes pride in designing from the wireframe up. I enjoy responsive web design and have utilized my skills in HTML, CSS, JavaScript, and React to build my own web applications from scratch. I also possess 12+ years of experience in graphic design & illustration.

SKILLS

- ✓ **Programming languages:** HTML, CSS, JavaScript
- ✓ **Libraries & Frameworks:** React, Bootstrap, NPM, Node.js
- ✓ **Programs & Tools:** Visual Studio Code, Git & GitHub, Adobe Creative Suite, Figma
- ✓ **Technical Skills:** REST APIs, Responsive Web Design, SEO
- ✓ **Soft Skills:** Communication, problem-solving, adaptability, attention to detail, time management, collaboration

EDUCATION

- SheCodes** (2022-2023)
Certificates: Introduction to Coding; Web Development; Responsive Web Development; React Development; Advanced React Development
- Centre for Arts & Technology** (2009-2011)
Graphic & Digital Media Design
- NSCAD University** (2004-2009)
Bachelor of Fine Arts, Major in Illustration

PROJECT EXPERIENCE

- React Weather App** (<https://elspeth-weather-app-react.netlify.app/>)
- Pulls live data from OpenWeatherMap API; includes search feature for location, weather conditions, and forecast
 - Stack: VS Code, GitHub, Chrome, HTML/CSS/JS, Create React App, macOS
- Portfolio** (<https://elspeth-portfolio.netlify.app/>)
- Personal website showcasing current and ongoing app, web, and design projects
 - Stack: VS Code, GitHub, Chrome, HTML/CSS/JS, macOS

WORK EXPERIENCE

- Movella (formerly Kinduct Technologies) | Executive Assistant & HR Coordinator** (2021-2022)
- Streamlined administrative tasks for CEO by managing 50+ emails per day and scheduling 15+ meetings /week, resulting in improvement in leadership efficiency
 - Created new onboarding process and onboarded 40+ new hires, reducing recruitment timelines by 25%
 - Transitioned 70+ employees to new group benefits plan and trained all staff on new HR policy information portal, increasing employee retention by 10%
- One to One Wellness | Office Administrator** (2019-2020)
- Shortened follow-up lead time resulting in higher percentage of repeat clientele and increase of fitness package sales
 - Changed method of correspondence with third parties for AP/AR billing, resulting in quicker payment processing and a more streamlined month-end process
 - Created a new digital patient record system and successfully archived 10+ years of client documentation, decreasing file management time for practitioners