

Lisa T. Vo

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LinkedIn: <https://www.linkedin.com/in/lisatvo/> | Github: <https://github.com/thuynghavo> | Portfolio: <https://thuynghavo.github.io/>

Full Stack Web Developer with a background in Business Administration and Legal Services. I am seeking a junior developer position where I can continue to develop my skills in a real-world setting. I hope to utilize everything I have learned to contribute towards solving problems and creating web applications.

TECHNICAL SKILLS

Languages/Applications:

HTML	Node JS	Mongoose
CSS	Express	APIs
JavaScript	Firebase	React JS
jQuery	MySQL	Bootstrap
GIT	Sequelize	Semantic UI
Github	MongoDB	Heroku

PROJECTS

Clicky Game

Github: <https://github.com/thuynghavo/clickyGame>

Deployed: <https://unit19-clickgame.herokuapp.com/>

Clicky Game is a memory-based card game. Click on the image cards but try not to do this more than once. This application was created using React, Javascript, Node.js, Express,JS, HTML5, Bootstrap and CSS. Clicky Game is deployed on Heroku.

Friend Finder

Github: <https://github.com/thuynghavo/friendfinder>

Deployed: <https://myfriendsfinderapp.herokuapp.com/>

This full-stack site will take in results from your users' surveys, then compare their answers with those from other users. The app will then display the name and picture of the user with the best overall match. This application is created using Javascript, JQuery, Node.JS, Express.JS, HTML5, Bootstrap and is deployed using Heroku.

EDUCATION

Bootcamp Certificate - Vanderbilt University, Nashville, TN

A 24-week intensive program focused on gaining technical programming skills in HTML5, CSS3, Javascript, JQuery, Bootstrap, Firebase, Node Js, MySQL, MongoDB, Express, Handelbars.js & ReactJS.

Nashville School of Law, Nashville, TN

Completed 2.5 years pursuing Juris Doctorate 2015-2018

Aquinas College, Nashville, TN

Bachelor of Business Management and Administration December 2013

RELATED EXPERIENCE

Law Offices of Robert J. Notestine

Nashville, TN

Legal Assistant

January 2019 – Present

- Conduct simple legal research and factual investigation
- Preparation of legal documents and case preparation
- Coordinate closings with clients, companies and agents
- Prepare client files for both litigation cases and closings.

EPIQ

Nashville, TN

Service Specialist

July 2018 – November 2018

- Office services provider for Bone McAllester Norton PLLC
- Coordinate and schedule runs to court, law firms, clerk offices, etc.

- Managing project requests from attorneys, assistants, and/or paralegals
- Maintenance of office equipment and updating firm's law library

Bone McAllester Norton PLLC

Office Services

Nashville, TN
August 2015 – July 2018

- Coordinate and schedule runs to court, law firms, clerk offices, etc.
- Managing project requests from attorneys, assistants, and/or paralegals
- Maintenance of office equipment and updating firm's law library
- Manager of summer internship program for 2017

Belle Meade Title & Escrow

Office Assistant

Nashville, TN
June 2013 - August 2015

- Conduct simple legal research and factual investigation
- Preparation of demand client reports, legal letters, and executions
- Managed correspondence for collections cases and closing files
- Prepared files for upcoming cases in both the legal and closing department

VOLUNTEER

Arts Cubed

Talent Relations Appearance Coordinator for MTAC and GMX

Nashville, TN
March 2011 – Present

- Worked with Programming and talent agents
- Develop VIP and Guest itineraries
- Recruit and manage volunteers on site during convention

**LEADERSHIP/
HONORS**

Tennessee Intercollegiate State Legislature

Campus Coordinator

Nashville, TN
2011- 2013

- Participated as representative for Aquinas College in the Senate and House of Representatives
- Served as secretary chairman of the standing committee for state and local government
- Member of the 2013 TISL Supreme Court Nominating Commission

Aquinas College Student Activity Board

Member, Secretary

Nashville, TN
Aug 2011- Dec 2013

- Recorded minutes for weekly meetings to assist in coordinating progress
- Designed advertisement for club functions

ADDITIONAL

Language: Studied written and conversational Mandarin Chinese, French, and Vietnamese

Legal Research: Westlaw / Lexis Advance Research Programs

REFERENCES

Robert J. Notestine III: (615) 297-1568

Logan Bell: (615) 766-4599

Beth Woodard: (615) 426-0475

Vicky McMillen: (615) 406-8425