

# STUART MOMON

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## WEBSITES, PORTFOLIOS, PROFILES

- <https://www.linkedin.com/in/stuart-momon-385ba5151/>
- <https://tjmomon92.github.io/REACT-portfolio/>
- <https://github.com/tjmomon92>

## PROFESSIONAL SUMMARY

Resourceful professional with successful track record in developing innovative web designs and features. Possesses solid knowledge of HTML, CSS, JavaScript and Bootstrap with ability to quickly learn new technologies. Demonstrated success in identifying and resolving complex code issues. Well-versed in design standards and user preferences. Detail-oriented team player with strong organizational skills. Ability to handle multiple projects simultaneously with a high degree of accuracy. Hardworking and passionate job seeker with strong organizational skills eager to secure an entry-level web development position. Ready to help team achieve company goals.

## SKILLS

- Bug Fixes
- Content Design
- HTML5, CSS3 and JavaScript Expertise
- Web Technologies: jQuery, Bootstrap
- Site Layout
- Coding
- Wireframing and Mockup Design
- Database Development: MySQL, MongoDB
- Git
- Express Js
- Node Js
- React Js

## PROFESSIONAL EXPERIENCE

### **PAYROLL ANALYST** 08/2022 to 04/2023 **Excelin Health**, Irving, TX

- Resolved payroll discrepancies quickly and successfully.
- Provided customer service to employees regarding payroll inquiries and issues.
- Maintained strict confidentiality of all payroll information and records.
- Uploaded time records into computer system and made adjustments to create accurate database for payroll processing functions.
- Verified and submitted timekeeping information for accurate and efficient payroll processing.
- Performed calculations in overtime, vacation, and sick hours to provide accurate data to payroll processing database.
- Collaborated with human resources, accounting and other departments to confirm payroll accuracy.
- Confirmed compliance with all applicable federal, state and local payroll laws and regulations.
- Researched payroll errors and processed payments for federal and state taxes, social security, Medicare and various employee deductions, annuity contributions, and retirement plan withholdings.

- Documented and processed all garnishments for bankruptcies, student loans, and child support orders.
- Developed and implemented new payroll policies and procedures according to changing laws and regulations.
- Created and maintained precise and accurate models, charts and reports.

#### **POLICIES AND PROCEDURES LIBRARY ANALYST 02/2021 to 05/2022**

**Guaranteed Rate**, Chicago, IL

- Collaborated with other teams to identify and mitigate risks impacting organization.
- Complied with internal controls and government regulations.
- Reviewed audit and monitoring reports related to consumer and client activities.
- Prepared documentation and records for upcoming audits and inspections.
- Maintained up-to-date knowledge of applicable laws and regulations.
- Stayed current with latest changes to applicable regulatory standards and company procedures.
- Assisted with development of compliance objectives and strategies.
- Wrote, reviewed and interpreted internal mortgage forms.
- Maintained composure in stressful situations, confrontations, interviews and records searches.
- Wrote, reviewed, and submitted company-wide communications regarding updates to new and existing policies and procedures

#### **STORE MANAGER 05/2018 to 02/2021**

**Hollywood Feed**, Plano, TX

- Managed inventory control, cash control, and store opening and closing procedures.
- Managed store employees successfully in fast-paced environment through proactive communication and positive feedback.
- Trained new employees on proper protocols and customer service standards.
- Scheduled employees for shifts, taking into account customer traffic and employee strengths.
- Handled problematic customers and clients to assist lower-level employees and maintain excellent customer service.
- Completed point of sale opening and closing procedures.
- Maintained proper product levels and inventory controls for merchandise and organized backroom to facilitate effective ordering and stock rotation.
- Approved regular payroll submissions for employees.
- Set effective store schedules based on forecasted customer levels, individual employee knowledge, and service requirements.
- Recruited, hired, and trained initial personnel, working to establish key internal functions and outline scope of positions for new organization.
- Implemented business strategies, increasing revenue and effectively targeting new markets.

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## **EDUCATION**

High School Diploma : **05/2010**  
**Saltillo High School** - Saltillo, TX

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## **CERTIFICATIONS**

- Certified Full-Stack Web Developer, Southern Methodist University

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## **NOTABLE PROJECTS**

JOLT, a budgeting application utilizing JavaScript, REACT, JWT, Apollo, GraphQL, MongoDB:

- Designed and built a responsive front end using ReactJS
- Created an immersive experience and consistent branding utilizing CSS
- Designed and implemented JOLT's unique logo
- Application utilizes JSON Web Tokens for user authentication and the storing of sensitive user information
- Application incorporates the Plaid API to establish connection to a users bank to retrieve and parse user banking information
- Application allows users to create budgets, set goals, and manage their finances with real-time data