Terri L. Byers

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https://github.com/tlbyers | https://linkedin.com/in/terribyers

Web developer able to build a sophisticated website with full database backend all the way from mockup to roll out.
Adept at working with diverse teams to implement projects. A quick study on new technologies.

TECHNICAL SKILLS

Node.js, Express, JavaScript, jQuery, React.js, React Native, GIT, GitHub, MySQL, Firebase,, HTML, CSS, Bootstrap, Media Queries, APIs, JSON, REST, AJAX, the command line, computer science fundamentals, writing tests

Wells Fargo Bank, NA   **2011-Present**
Administrative Assistant
  Personal Banker/Teller

- Assisting 2 district managers/16 bank branches and team members with calendar events, reporting, meeting coordination/planning, recognition event coordination/planning, new Hire orientation/onboarding, interview scheduling, travel arranging, budget management/expense reporting to assure that tasks are completed correctly and on time. Working with all different lines of business to assist scheduling/coordination of events/meetings.
- Assisted individual customers/businesses with bank products/services to meet their financial needs

Fonville Morisey Realty   **2008-2012**
Realtor

- Top selling Realtor. Developed and maintain relationships with prospective buyers and sellers through personal relationships, cold calls, and business networking functions as well as advising and negotiating the sale of real property and land.

Virtual Office America, LLC   **2000-2008**
Office Manager

- Oversaw daily office function, development of company policies, procedures and internal controls, new client on-boarding, IT troubleshooting and equipment management.

EDUCATION

UNC Chapel Hill, Chapel Hill, NC
   UNC Programming Boot Camp – Web Development Certificate Program
Lake Sumter Community College, Leesburg, FL
   General Transfer Studies: Associate Degree completed in 1993
University of Florida, Gainesville, FL
   Business Management Studies
North Carolina State University, Raleigh, NC
   Computer Science Studies