Tamara R. Wilhite
wilhite.tamara6452@gmail.com | *301-537-8184* | *Riverdale, MD*

LinkedIn: https://www.linkedin.com/in/tamara-wilhite | GitHub: https://github.com/trwilhite |
Portfolio: https://trwilhite.github.io/trw-portfolio/

Professional Summary

A corporate professional with 2+ years of experience in the corporate world who is looking for an exciting transition into the world of technology. Having recently completed the Full Stack Web Development Bootcamp through George Washington University, I have a fresh set of technical skills that are ready to be put the work. I come with valuable experience in Human Resources, Sales, and Marketing, which have all contributed to my excellent interpersonal, communication, and organization skills.

Technical Skills

Frontend: React.js, Javascript, jQuery, HTML5, CSS, Bootstrap, Bulma
Backend: Node.js, Express.js, MERN Stack, User Authentication, Session Storage
Databases: MySQL, MongoDB
Deployment & Version Control: Heroku, Github, Github Pages

Projects

Sole Intentions | https://github.com/trwilhite/sole-intentions-TMT.git | https://soleintentions.herokuapp.com/
- Sole Intentions is an e-commerce site designed for sneaker reselling. It comes equipped with a function Stripe API (in test-mode) and it's data is stored in a SQL database.
- My role was the frontend development. I designed the entire frontend using Handlebars as a templating engine and the Bootstrap CSS Framework. Along with the frontend design, I also worked to design the routes and create the database models using Sequelize.
- Tools/Languages: Javascript, Node.js, Express.js, CSS/Bootstrap, Bcrypt, MySQL/MySQL2, Sequelize, Handlebars, Stripe, Express-session, Dotenv.

CityGirl | https://github.com/trwilhite/code_breakers_repo.git | https://danielkim13.github.io/code_breakers_repo/
- CityGirl is a front-end only project that uses two difference APIs to allow users the ability to find brewery options along with nearby parking in 15 different major cities.
- My role was the design, which I completed using CSS and the CSS framework Bulma. I also found and connected the Brewery API. I used jQuery to connect the APIs and dynamically add elements both to the webpage and to local storage.
- Tools/Languages: HTML, CSS/Bulma, Javascript, jQuery, Server Side APIs (Open Brewery and Google Places).

Professional Experience

Cyquent, Inc., Rockville, MD   *July 2021-Present*
Human Resources Administrator, Technical Recruiter
- Human Resources Administrator (January 2021 - Present) - transitioned from recruiting into human resources administration, where I communicate directly with our several clients to coordinate proposal submission, candidate interviews with the client, and laptop and supplies. Also prepare the company's invoices on a monthly basis, conduct new hire orientations, write and prepare proposal submissions, attend proposal conferences, and more. On some occasions provide technical support by configuring laptops for our new hires and shipping laptops to their residence. Communicate daily with multiple of our consultants in order to ensure employee satisfaction and assist with any issues that arise. Prepare and present audit documents to our state government clients and prepare monthly MBE reports, work authorization reports, and other quarterly reports. Reported directly to the company's program manager and director.
- Technical Recruiter (July 2021 - December 2021) - worked to fill dozens of technical support positions as required by the company's several clients. Called candidates, performed screenings, conducted Zoom interviews with candidates, and facilitated communication between candidates and the program manager and client. Used Dice and LinkedIn to find clients to fill positions on multiple multi-million dollar contracts. Positions ranged from Java developers, database administrators, technical writers, project and program managers, and more.

Maven Engineering Corporation, Rockville, MD   *June 2020 - July 2021*
Marketing Coordinator, Sales Assistant

- Marketing Coordinator - worked as the company's only marketing employee to plan and execute various marketing endeavors including creating a facility flyer, working with third-party marketing professionals to update the company's manufacturing brochure, and remodeling the company website. Traveled to the manufacturing facility in Orange, CA to execute a photo and video shoot, which was used to create a new manufacturing portal on the company's website.
- Sales Assistant - Promoted early to full-time sales employee from summer intern, now account manager for all domestic customers totaling over 100 companies. Sourced, quoted, and processed sales for thousands of airplane spare parts for military and government use, as well as for international use. Generated over $1,000,000 in sales within the first five months of 2021 since taking over all domestic accounts. Worked closely on various contracts that are essential to government operation. Executed multiple large sales and contracts with customers such as Lockheed Martin, Boeing, AAR Defense Systems and Logistics, and more. Placed an emphasis on providing efficient customer service as well as maintaining strong relationships with my customer and suppliers.

Professional Affiliations and Memberships

Phi Kappa Phi National Honor Society, University of Maryland
Phi Eta Sigma National Honor Society, Stetson University
Pi Beta Phi Fraternity for Women, Florida Alpha Chapter, Stetson University

Specialized Training and Workshops

Collaborative Institutional Training Initiative (CITI) certification to work with human subjects in social and behavioral research (2017)

Posters and Publications

Gross, J. T., Fitter, M. H., Wilhite, T. & Cassidy, J. (2019, March). *Links between emotional expressive suppression and electrodermal reactivity in middle childhood*. Poster presented at the biennial meeting of the Society for Research in Child Development, Baltimore, MD.

Education

May 2018   Bachelor of Arts, Psychology, Cum Laude, 3.85 GPA, University of Maryland, College Park, MD