**Tia Brimer**

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# WORK EXPERIENCE

**ONEOK** – Development Analyst

June 2021 – Current Tulsa, OK

·Migrated 39 departments from Jordan Lawrence to Content Navigator by collaborating with the Records Information Management team to collect metadata fields and contents for each group, build out new areas and security for each group, and bulk import the records via KwikNav

·Led and created the two-phase record disposition feature in Content Navigator by being the liaison between our vendor and Records Information Management group to develop, design, test, and deploy the new customization

·Maintained the Physical Records Management system by troubleshooting and deploying solutions when bugs arouse

·Enhanced the Real Estate Service team’s contract creation process by automating the contract generation and sign off process via DocuSign’s Contract Lifecycle Management tool

**ONEOK** - Developer

June 2017 – June 2021 Tulsa, OK

·Collaborated with my teammates, vendors, and Records Information Management (Corporate and Operations) teams to design and develop new repositories in Content Navigator for all company records

·Created and integrated a new records request feature in Content Navigator to allow users to request records and help the Records Information Management teams manage the statuses and whereabouts of records

·Improved the user experience with FileNet by implementing External Data Services which allowed users to access metadata from their system’s database to cut down on user input errors and eliminate the manual scanning process

**SKILLS**

JavaScript, CSS, HTML, Java, React JS, Next JS, Redux, Bootstrap

# EDUCATION

**Langston University** - Bachelor of Science, Computer Science

August 2013 - May 2017

**FreeCodeCamp** – Front-End Web Development

2022