Vinci Bhardwaj

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Github Profile: https://github.com/vincishar

Education   8/2012- 8/2016

The State University of New York University at Buffalo
Bachelor of Arts in Sociology with a minor in International Business and World Trade
Buffalo, NY 2016

University at Buffalo Marketing Club- Participated in group projects and club activities. Contributed to ideas and thoughts in marketing advertisements planning, and discussions.

Columbia Engineering Boot Camp   September 2018-Present
This is a 24-week, part-time, web development bootcamp in New York City. The full-stack curriculum includes HTML5, CSS3, JavaScript, jQuery, Bootstrap, Express.js, React.js, Node.js, Database Theory, Bookshelf.js, MongoDB, MySQL, Command Line, Git.

Professional Experience

The Durst Organization, Customer service, Four Time Square Midtown Manhattan 01/2018-Present

- Remain at the front desk for employees to check in the building.
- Allow entrance to the building to authorized workers and employees.
- Check in authorized visitors and guests into the building.

Summary of Qualifications & Certifications

➢ 3 years combined experience in customer service
➢ Excellent communication skills with customer satisfaction focus; ability to assess customer needs.
➢ Strong analytical skill and ability to anticipate and quickly deescalate conflict.
➢ Intermediate in Microsoft word, Excel, PowerPoint
➢ Experience handling high volume customer demand in fast paced environments.
➢ Certified in Google Analytics & Digital Sales.
➢ Certified as an Administrative Assistant