



Objective

Complete the UCR Extension program for Full Stack Web Development and work in a fast paced environment demanding strong organizational, technical, and great interpersonal skills.

Experience

Renova Energy Corp

- Experience as HOA Specialist - coordinated applications with Home Owner Associations for Approvals
- Understanding of the Net Energy Metering Agreements with Utilities and completed and submitted projects for Approval
- Schedule and arrange Projects for installations between 13 crews
- Help set up and maintain our CRM system (Oracle NetSuite) including new Workflows, Extensions, and streamlining new work procedures
- Create new Searches and Reports for pipeline and revenue planning
- Set up and implement new record and form types
- Complete testing before projects go live from Sandbox to Production
- Case management for issues reported to IT

Education

UCR Extension

2020 - current

Web Development Bootcamp

Skills and Qualifications Summary

CRM Administrator  
Customer Service & Relations  
Typing 85 words/minute  
Computer Operations  
Problem Solving

Efficient and Productive  
Independent Worker  
Fast Learner  
Detail Oriented

Self Motivated  
Accurate  
Organized  
Multi-tasking