**Summary**

Computer Information Systems Technology graduate driven by a belief that technology has the power to transform lives and businesses by leveraging the expertise gained from courses at Eastern Florida State College, Zero to Mastery Academy, and other online resources, and a collaborative mindset to develop innovative solutions to make a positive impact.

**Skills**

* HTML, CSS, JavaScript, MongoDB, Express, Node, React, ASP.NET, .NET MAUI, C++, C#, Java, Kotlin, Python, Bootstrap, Git/GitHub, VS Code, SQL/PostgreSQL, Firebase, SASS

**Experience**

## divemaster candidate | dayo scuba | January 2022 – Present

* Assist Dive Instructor(s) with certification classes, by supervising groups during dives in open water conditions, ensuring the safety of scuba divers.
* Aid in merchandise at the dive shop, helping to sell over $5,000 in dive gear during the summer months.
* Fill, inspect, and analyze several hundred scuba cylinders with varying oxygen, nitrogen, and helium levels.

## Office Assistant | Itani Medical | January 2023 – April 2023 | Short-term Contract

* Called patients to collect over $6000 in overdue payments, maintain accurate records of payment transactions, and resolved billing and payment-related issues with patients and insurance providers.
* Provided patients with detailed explanations of their billing statements, while maintaining confidentiality of patient information and adhering to HIPAA regulations.
* Created and maintained a database with over 400 patients as a call log for patients when contacted about billing and generating reports to the Office Manager.
* Troubleshot and fixed computer hardware and software issues.

## Executive Recruiter | Lee Hecht Harrison | March 2022 – November 2022

* Responsible for full-cycle recruiting, including sourcing, interviewing, qualifying, and placement of a full range of IT and non-IT candidates for contract, contract-to-hire, and direct-hire positions.
* Collaborated with hiring managers to understand their hiring needs and goals.
* Leveraged multiple sourcing strategies and channels to provide high-quality candidates for open positions, including external networks, job boards, and internal referrals.
* Screened resumes, interviewed qualified candidates, evaluated skill level, managed offer profess, reference checks, and made salary recommendations.

**Education**

## B.A.S. | December 2021 | Eastern Florida state college

* Computer Information Systems Technology

## A.S. | December 2020 | Eastern Florida state college

* Major: Computer Programming and Analysis

**Courses and Certifications**

## C.C. | Currently attending | Zero to mastery academy

* Courses: Complete React Developer in 2023 (w/Redux, Hooks, GraphQL)

## C.C. | June 2023 | Zero to mastery academy

* Courses: Complete Web Developer in 2023, JavaScript Web Projects: 20 Projects to Build Your Portfolio

## C.C. | January 2023 | freeCodecamp

* Courses: Responsive Web Design, JavaScript Algorithms and Data Structures. Front End Development Libraries, Relational Database

## C.C. | December 2022 | KO Tech Academy

* Courses: Microsoft ASP.NET MVC, Microsoft 70-480: Programming in HTML5 with JavaScript and CSS3. JavaScript Essentials, Java Programming, Introduction to Python, HTML5 and CSS3 Fundamentals