JAMIE R. MORRIS

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PROFESSIONAL SUMMARY

Vision-driven Full-Stack Web Developer with record of successful remote work for leading organizations

Full-Stack Web Developer experienced in HTML, CSS, Bootstrap, Javascript, JQuery, Ajax, APIs, Node JS, NPM, MySQL, MongoDB, React js., Vue js. Expertise spanning administrative support, web formatting, proofreading/editing, ESL instruction, social media marketing, content management, client relationship management. Exceptionally dedicated professional with keen interpersonal, communication, and organizational skills. Helpful in extending website navigation and product understanding to customers and co-workers.

EDUCATION

FULLSTACK WEB DEVELOPMENT CERTIFICATE, 2020 *University of New Hampshire, Portsmouth, NH*

BACHELOR OF ARTS (B.A.) IN PSYCHOLOGY, 2014 *California State University, Fullerton, CA*

TEFL CERTIFIED, 2015 *i-to-i TEFL, 120 hours*

WEB DESIGN CERTIFICATE, IN PROGRESS (EXPECTED, 2019) *Northern Essex Community College, Haverhill, MA*

TECHNICAL SKILLS

Languages: HTML, CSS, JavaScript, jQuery, Responsive Design, Bootstrap, Handlebars, Cookies, Local Storage, React.js

Applications: Heroku, Git, MySQL, MongoDB, MERN Stack (MongoDB, Express.js, React.js, Node.js), Vue js., Semantic HTML, Constant Contact, Facebook, Twitter, Blogger, Wordpress, Kajabi, Zendesk, Zendesk Talk, Get Response, , Hootsuite, Canva, Instagram

PROJECTS

Weather-Dashboard | <u>Link to Github</u> | <u>Link to Deployed Project</u>
https://github.com/jamierachael/Weather-Dashboard | https://jamierachael.github.io/Weather-Dashboard/
- This project emphasizes the use of using an API call and JQuery to make dynamic changes to an HTML document
- Responsibilities: Create a weather app with search input for customer input, 3 API calls for Current Weather, 5-day Forecast and UV Index, 3 Separate cards with search history, current weather and 5-day weather. Local storage will save user history
- Tools / languages used: HTML, CSS, Javascript, Jquery, Bootstrap, API, Ajax

Code-Quiz | <u>Link to Github</u> | <u>Link to Deployed Project</u>
https://github.com/jamierachael/Code-Quiz | https://jamierachael.github.io/Code-Quiz/
- This project emphasizes the use of HTML, CSS, Javascript documents create a quiz with multiple choice questions using Javascript to make dynamic changes to and appending of HTML document
- Responsibilities: Create a timer button that when pressed will start a reverse countdown and start the quiz., Start Quiz, Final Score and Highscores will be on appended HTML page
- Tools / languages used: HTML, CSS, Javascript

Workout-Tracker | <u>Link to Github</u> | <u>Link to Deployed Project</u>
https://github.com/jamierachael/workout-tracker-2-service-worker | https://floating-sierra-59457.herokuapp.com/
- This project emphasizes the use of PWA using npm compression, manifest.webmanifest and uses MongoDB, mongoose, morgan, and express, to dynamically update a fitness tracking app
- Responsibilities: convert an existing project to be installable as a PWA, has API routes and HTML routes, and works offline
- Tools / languages used: MongoDB, Mongoose, Morgan, and Express, JavaScript, Service-Worker, NPM packages, HTML, CSS, Axios

PROFESSIONAL EXPERIENCE

Astrologer Coach: Sonja Francis (Virtual), December 2015 – Current
  REMOTE ADMINISTRATIVE/SOCIAL MEDIA ASSISTANT
- Schedule social media posts for the public via Hootsuite and maintain a daily average interaction rate of 58% for Facebook posts.
- Compose blog outlines; perform email data entry and list building on GetResponse.com sending a weekly newsletter with a membership conversion opportunity, resulting in a 3% - 10% monthly gain in paid subscriptions.
- Address customer responses via Ipage email, Format, edit, and proofread WordPress page for paid subscribers, sending out daily and weekly content to aid in membership retention, keeping monthly subscriber cancellations under 1%.

CopperSmith (Virtual), December 2016 – April 2019
  REMOTE ECOMMERCE PRODUCT SPECIALIST
- Collaborated with a cross-functional group of Marketing, Product, Customer Service, and Operations teams.
- Oversaw administrative functions and special projects using Magento, Zendesk Talk, and Google Apps delegating tasks to team members and reported findings to management.
- Promoted and sold products to existing and prospective customers. Updated and maintained existing products, optimizing them to improve the conversion rate and customer experience increasing first time visit purchases by 10%-15%.

Richard Jarminski Property Management, Dana Point, CA, January 2012 – May 2015
  ADMINISTRATIVE ASSISTANT
- Supported administrative operations for a personal injury lawyer/property investor and aided as a communication liaison between his Law Assistant, and property investment partners.
- Generated P&L sheets; prepared and filed tax/accounting forms for investment properties, reported findings to owner and investment partners, preventing loss of capital improvements by 20%.
- Drafted emails; performed data entry tasks using GSuite and Microsoft Office Suite.

Noble Wealth Systems/Gracie Barra, Irvine, CA, October 2011 – April 2014
  MARKETING ASSISTANT
- Updated social media marketing channels for Facebook and Twitter and reported engagement analytics to the marketing team lead, reaching a goal of a 10%-25% organic interaction using Edge Rank Algorithm guidelines.
- Coordinated content management with the operations department and aligned internal communication using Google Apps and Evernote with team members to create a first visit convergence strategy to obtain annual membership clients adding $590-$1000 increase in monthly membership revenue.