CONTACT

- ✉ acjones429@gmail.com
- 📞 (402) 321-4801
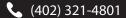- 📍 Omaha, NE
- 🌐 anniejonesportfolio.com

// FRONTEND

- HTML5
- CSS
- JavaScript
- jQuery
- Bootstrap
- WordPress
- Squarespace

// BACKEND

- Java
- JSON
- Python
- Bash
- Powershell

// TOOLS

- Figma
- Git/GitHub
- Photoshop
- Illustrator
- Lightroom
- InDesign
- Visual Studio
- Apache NetBeans
- SQLite
- ClickUp
- Trello
- Asana
- Visual Studio Code
- CodePen
- Atom
- Elementor
- SiteGround
- Bluehost

// SOFT SKILLS

- Creative thinker
- Effective communicator
- Works well with others
- Empathetic & patient
- Open-minded & adaptable
- Lifetime learner
- Highly organized
- Excellent time management

ANNIE JONES

Ambitious entry-level web developer with a strong work ethic & background in marketing & design. Excellent interpersonal skills & ability to work productively in collaborative environment or independently. Eager to utilize formal education in Information Technology & pursue a career in full stack web development.

EDUCATION

Metropolitan Community College - 2023
Associate Degree in Applied Science - Information Technology *Honors: GPA 3.67
- Computer Programming Career Certification
- Web Development Level I Career Certification

Metropolitan Community College - 2013
Associate Degree in Applied Science - Accounting - Honors

EMPLOYMENT HISTORY

AJ Creative Assets LLC- Omaha, NE | February 2023 - Present
Self-employed
- Web Development & Graphic Design Services

Anant Operations Inc. - Omaha, NE | February 2021 – February 2023
Sales & Marketing Manager
- Corporate website redesign & maintenance including employee portraits, bios, SEO optimization & graphics
- Azure duties including user creation/onboarding & security implementations
- Graphic design for digital & print collateral including sales marketing materials, social media, property signage, advertsisements, flyers, etc.
- Hotel website optimization for 9 properties & their third party booking sites
- Social media management including paid advertising campaigns, content creation, profile audits, etc.

CenterPoint Financial Group, Inc. - Omaha, NE | June 2014 – February 2021
Marketing Coordinator & Client Service Associate
- Marketing responsibilities including website redesign, social media management, event coordination, graphic design, etc.
- Data management including reporting, system automation, & CRM maintenance
- Account opening of numerous types including retirement, retail, trusts, annuities, custodian; preparing & collection of all legal documentation
- Process client requests including fund transfers, retirement account distributions & contributions, beneficiary designations, performance reports & account maintenance while adhering to regulatory requirements & security protocols
- Project management including multiple database migrations, digital directory reconstruction, branch merger coordination, ongoing & annual data clean up

KEY PROFICIENCIES

- Knowledgeable of web programming languages & popular developing tools
- Strong analytical, problem-solving & troubleshooting skills
- Experience with mobile-first coding and responsive development practices
- Familiar with Agile/Scrum Methodologies & Object-Oriented Programming
- Solid understanding of core UX/UI principles to implement visually appealing interfaces with user-friendly design
- Formal education with programming theory & data structuring concepts