Rachel Ross
Software Engineering Apprentice

ADDRESS:
207 Wenner St.
Wellington, OH 44090

E-MAIL:
racheleross@gmail.com

PHONE:
440-669-2541

LINKEDIN:
www.linkedin.com/in/racheleross

OBJECTIVE:

I am a dedicated, detail-oriented team player with over a decade of editing and writing experience. I am seeking a web development position where I can use my software development skills to organize and improve information and data, and get it where it needs to go beautifully and efficiently.

SKILLS:

- Microsoft Visual Studio, C# and .NET framework, OOP
- MVC, SQL relational database design, SQL query design, HTML, CSS, Javascript
- Version control using Git/Github, familiar with Scrum & Agile methodology
- Microsoft Office Suite (including Word, Access, Excel, Power Point)
- Adobe products including Photoshop, Illustrator, Indesign and FrameMaker

EDUCATION:

We Can Code IT Certificate in Software Development June 2016
Bachelors in Biology, Cedarville University, 1996

EXPERIENCE:

June 2016   AmTrust   Cleveland, OH
Junior Web Developer, QAA

2014-February 2016   DataForge, LLC   Solon, OH
Part Verification Specialist

- Documented and verified international and national part information.
- Developed a spreadsheet to track manufacturer information and speed part lookup.

2011-2014   PPI Technical Communications   Solon, OH
Writing Project Manager

- Developed strategies for speeding up our manual writing process.
- Developed modular single-source publishing techniques that save time, effort, and money.
- Increased team and client communication. Resolved issues.
  Increased writing process speed.
- Established documentation development and maintenance strategies that can be flexibly applied to each new client.
- Gauged new employee's skill sets and rapidly brought them up to speed on our documentation methods and software processes.

1997-2011   PPI Technical Communications   Solon, OH
Layout/Writing Production Department

- Trained new employees in multiple software packages.
- Created a relational database in Excel to track project archives.
- Documented our process using SOPs.
- Performed quality control and proofreading of operation, installation, and maintenance manuals in a variety of technical fields and document styles.
- Skilled at digital photography and digital photo editing.