Carmel E. Meyer

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SUMMARY

Full Stack Software Developer (MERN) with a love of learning and problem-solving. Background in recruiting and administration, with strong problem solving skills and excellent attention to detail. Education and experience from the US and Australia proving adaptability and drive. Logical thinker excited to contribute to a collaborative and creative team.

EDUCATION

UNIVERSITY OF PENNSYLVANIA   **PHILADELPHIA, PA**

Penn LPS Software Development Certificate Program   *Oct 2019-Jan 2020*

UNIVERSITY OF SYDNEY   **SYDNEY, AUSTRALIA**

Bachelor of Commerce, Major in Management   *May 2015*

TECHNICAL SKILLS

Web Development: JavaScript ES5/ES6, Node.js, Express.js, React, jQuery, Sequelize, Mongoose, Handlebars, Bootstrap, HTML5, CSS3, Heroku, REST APIs, JSON, AJAX, WordPress

Databases: MySQL, MongoDB, Firebase

Other: Mac OS, Windows OS, Git/GitHub, MS Office, ABD Ultra-Staff, enterprise Applicant Tracking Systems

PROJECTS

Pencil In | https://pencil-in-application.herokuapp.com/ | https://github.com/jshou403/Pencil-In

Full MERN stack school attendance tracking app for teachers and parents. Co-developed with 2 other students.

- Technologies used: React; MongoDB; Express; Node.js; JavaScript; Passport.js

Memory Game | https://carmel-m.github.io/Memory-Game/ | https://github.com/carmel-m/Memory-Game

Australian animal-themed memory game app created with React.

- Technologies used: React; JavaScript; Bootstrap

PROFESSIONAL EXPERIENCE

CORE STAFFING SERVICES   **NEW YORK, NY**

Recruiting Coordinator/Recruiting Associate   *May 2017-Aug 2019*

- Worked alongside company president throughout the recruiting lifecycle from application through to offer negotiation on senior roles such as HR Business Partner, Director of US Payroll, Executive Recruiter, Learning & Development Specialist and Director of Total Reward.
- Managed and coordinated complex, high volume scheduling for company president using Outlook and Excel.
- Sourced candidates using LinkedIn Recruiter and ABD Ultra-Staff.

Receptionist/Administrative Assistant   *Jan 2017-May 2017*

- Completed various temporary administrative and reception assignments for clients in New York City, including American Thoracic Society, Ad Council, Blackstone, Bumble & Bumble, and Time Out New York.

UNIVERSITY OF NEW SOUTH WALES   **SYDNEY, AUSTRALIA**

Study Tours Program Assistant/Student Services Officer   *May 2014-May 2016*

- Provided administrative and program support for a small team responsible for planning and running international study tours from partner universities to UNSW.
- Assisted with all aspects of the process such as editing proposals, booking accommodation, scheduling classes and managing small groups of student volunteers.