Hillary Houston

Frontend Developer

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PROFILE

Results-driven frontend developer with a strong background in quality assurance, document management, and process optimization. Proven ability to analyze complex data and develop effective solutions. Skilled in HTML, CSS, and JavaScript, with a passion for building responsive and user-friendly websites and web applications. Strong communication and problem-solving skills, with a commitment to staying up-to-date with the latest industry trends and technologies. Eager to learn, consistently improving skills and delivering quality work.

TECHNICAL SKILLS & CERTIFICATIONS

- **Technical Skills:** HTML, CSS, JavaScript, Bootstrap, React.js, Next.js, Node.js, Express.js, Less, Sass, Agile Methodologies, TypeScript, Python, Git, GitHub, RESTful APIs, SQL, Postgre SQL, Auditing, Regulatory Compliance, Adobe Acrobat Pro, MS Office Suite, Google Docs
- **Soft Skills:** Customer Service, Attention to Detail, Self-Starter, Collaboration, Stakeholder Communication, Critical Thinking, Problem Solving, Risk Management, Quick Learner, Analytical Skills, Adaptability, Teamwork, Conflict Resolution, Troubleshooting
- **Certifications:** CompTIA Security+

PROFESSIONAL EXPERIENCE

DOCUMENT CONTROL SPECIALIST   June 2022 – Present
Berry Global, Franklin, IN   July 2016-June 2020
- Coordinate internal audits, generating schedules, and supporting external audits.
- Improved system processes, enhancing workflow efficiency by 20%.
- Initiated digital archiving project, reducing physical storage needs.
- Oversaw compliance with regulatory requirements, boosting adherence by 30%.

QUALITY CONTROL ASSOCIATE   January 2022-May 2022
Rocky Mountain Orthodontics, Franklin, IN
- Execute QA and SPC procedures on samples, enhancing product quality and consistency.
- Adhere to federal regulations and GMP, maintaining high safety and quality standards.
- Streamlined QA processes, increasing operational efficiency and accuracy.

QUALITY ASSURANCE TECHNICIAN   July 2021-December 2021
ADT Security Inc, Remote
- Optimized technician schedules based on skills and commitments, enhancing service efficiency.
- Resolved scheduling conflicts, maintaining smooth daily operations and stakeholder communication.
- Streamlined technician dispatch, reducing wait times and boosting customer satisfaction.

QUALITY ASSURANCE SPECIALIST   **June 2020-July 2021**
Arbonne Distribution Center, Greenwood, IN
- Performed monthly GMP audits, reporting non-conformances with detailed analysis.
- Streamlined project delivery, reducing costs by 15% through strategic resource management.
- Enhanced QA protocols, improving product compliance by 20%.

LEARNING AND DEVELOPMENT ASSOCIATE   **February 2012-May 2016**
Eli Lilly, Remote
- Developed and managed training courses, offering comprehensive support to employees.
- Achieved a monthly average of 99% accuracy and 98% timeliness in training request processing.
- Provided ongoing support for continuous improvement in training effectiveness.

EDUCATION

- **Software Engineering** – Coding Temple Bootcamp (2024)
- **Master of Business Administration (MBA)** – Engineering Management and Human Resources Management, University of Southern Indiana, 2018-2019
- **Master of Science** – Legal Studies, National Paralegal College, 2013-2016
- **Bachelor of Science** – Kinesiology, Indiana University Purdue University at Indianapolis, 2006-2012