

Jenya Lestina

Objective

A part-time, entry-level technology position that leverages my skills in web design/development, SQL, Java, graphic design, and/or communication.

Education



Community College of Allegheny County, Pittsburgh, PA
A.S. in Computer Information Systems, expected Dec 2018
3.6 GPA, Dean's List, 57 credit hours completed



Home Schooled High School Student, Wexford, PA
Diploma, May 2018
Honors: AP Scholar with Distinction, multiple NLE golds

Contact Me

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Skills

</> HTML/CSS



JS JavaScript



SQL Server

Ai Illustrator

Ps PhotoShop

W Word

P PowerPoint

Raw hand-coding of HTML/CSS/PHP and JavaScript; with Wordpress, responsive design
Proficiency in SQL Server, systems analysis and design

Free hand drawing, pen and ink, typography, Wacom tablet, Adobe Suite
Writing, Editing, Proofreading, General Administrative Skills, Microsoft Office Suite
Types 100+ words per minute, excellent oral and written communication skills

Work Experience

Oct 2015 - present

Copy Editor and Graphic Designer, Codex Enterprises

Proofed and edited books, including educational materials and how-to manuals. Created logos and graphics for web sites, including web design, color scheme and all graphics for speset.com. Used Adobe Illustrator, CSS and HTML. Also provided general administrative support including handling correspondence, filing, typing, and organizing paperwork. Occasional and part-time.

Apr 2015 - Dec 2017

Prep Cook, Eat N' Park

Worked 20-28 hours/week preparing meal components, baking cookies, and doing general kitchen work. During my two year tenure in this job, I received several raises and have become one of the most senior people in my department. I have been asked to train new hires, and I am routinely called in on short notice when extra help is needed.

Dec 2011 - Apr 2015

Volunteer Activities Assistant, Sunrise Senior Living

Volunteered as an activities assistant at this senior living center, led activities for the elderly residents including reading stories to them and leading them in various games.