

S. Mack

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Professional Summary

Experienced human resources professional transitioning into software development with a primary focus in C#, the .NET platform, JavaScript, SQL, PHP, HTML, & CSS. Passion for media, film, and technology.

SOFTWARE & SYSTEMS:

Microsoft (SharePoint, Vizio, Visual Studio, Visual Studio Code, PowerShell, SQL Server Management)

Applicant Tracking Systems (Successfactors)

HRIS Software (SAP, PeopleSoft, GEMS, REETA, HRCC, ACRS, HRKC)

Federal (Defense Travel System (DTS))

Education

FULL-STACK DEVELOPMENT Mississippi State University: Mississippi Coding Academy, Golden Triangle Campus	CONFERRED June 2019
MASTER OF ARTS, HUMAN RESOURCES MGMT Webster University: Washington, D.C	CONFERRED May 2017
BACHELOR OF SCIENCE, BIOLOGY Mississippi Valley State University: Itta Bena, MS	CONFERRED May 2013

Work Experience

THE LBA GROUP Software Development Intern (unpaid)	COLUMBUS, MS June 2019 – Present
<ul style="list-style-type: none">• Prepares computer programs by translating specifications into code• Develops, tests, and debug software programs• Attend various workshops, seminars, and online forums representing the company• Continuous education and certification to meet company needs	
METROPCS Sales Representative	COLUMBUS, MS January 2019 – Present
<ul style="list-style-type: none">• Service, add, and upgrade current wireless plans for existing customers.• Develop and implement various marketing strategies to acquire new business.• Continuous e-learning for company promotions, products, and sales/servicing methods.	
MCDONALDS Crew	COLUMBUS, MS January 2018 – December 2018
<ul style="list-style-type: none">• Food prep, stocked inventory, served customers, cleaned dining area	
U.S. ARMY RESERVE Human Resources Officer (O-2)	BALTIMORE, MD August 2016 – August 2017
<ul style="list-style-type: none">• Served as battalion Officer-In-Charge for the personnel section(S-1).• Oversaw the battalion awards program and evaluation reports (OERs and NCOERs).• Advised battalion commander on personnel issues, Family Care Plans (FCP), training, unit social events.	
DEPARTMENT OF STATE (HR/EX/ADM) Pathways Coordinator/HR Assistant (Contractor)	WASHINGTON, DC January 2016 – September 2016
<ul style="list-style-type: none">• Managed the student internship program for Bureau of Human Resources.	

- Built and updated positions in Global Employment Management Systems (GEMS).
- Served as timekeeper to enter time and attendance in Consolidated American Payroll Processing System (CAPPS).

DEPARTMENT OF STATE (HR/REE/BEX)

WASHINGTON, DC

HR Program Assistant (Contractor)

August 2015 – December 2015

- Managed the agency’s examination portion of the Foreign Service Officer’s Test.
- Initiated new hires into the travel database along with new hire personnel actions (SF-50).
- Prepared and forwarded (SF-75) request for personal data information on transferring employees from other federal agencies.

DEPARTMENT OF DEFENSE, DSCA, MoDA

ARLINGTON, VA

HR Management Support Specialist (Contractor)

June 2015 – August 2015

- Sent welcome letters, pre-orientation requisites letters, and coordinate travel in the Defense Travel System (DTS).
- Made travel arrangements via DTS in compliance with the Joint Travel Regulations (JTR).
- Learned government allowed reimbursable expenses, limits of refund, per diem rates of mileage and lodging.

UNITED STATES ARMY NATIONAL GUARD

JACKSON, MS

Commissioned Finance Officer (O-1)

May 2010 – December 2013

- Served as Deputy Detachment Commander for the Financial Management Support Unit.
- Designated Officer-in-Charge (OIC) for various events as: Annual Physical Fitness Tests (APFT), Annual Training (AT), Annual Weapons Qualification (AWQ) and M-day training exercises for finance operations.
- Maintained accountability of \$1 million of government property to include: Training gear, Vehicles, and Budgets.
- Served as an Aide-de-Camp for a Brigadier General (O-7), Assistant Adjutant General of MS National Guard. Managed personal schedules, pay requests, meetings, briefings, and travel vouchers of the General in Defense Travel System (DTS).

THE LBA GROUP LLC

CAMDEN, SC

Insurance Broker (Self-Employed)

December 2008 – June 2014

- Collaborated with HR managers to provide education on various benefits and retirement supplement products.
- Branded and marketed insurance products via cold calling, referrals, and lead generation companies.

Volunteer

MSU BULLDOG BYTES Mini Hackathon

MISSISSIPPI STATE, MS

Volunteer

Nov 2018

Worked at the *Password* table of the event; advising and judging 2nd grade students on password security.

COLUMBUS MUNICIPAL SCHOOL DISTRICT

COLUMBUS, MS

Student Teacher

Nov 2018

Taught local elementary students Robotics and Programming using the *Sphero & Finch* robots.

UNITED CHRISTIAN MILLENNIALS

COLUMBUS, MS

Communications Liaison

Jan 2019 – Present

Relay messages from leadership to all members of the organization. Assists in development of discussion topics teambuilding events.

UNITED CHRISTIAN BROTHERHOOD MINISTRY

COLUMBUS, MS

Member

Jan 2017 – Present

Work on various home remodeling and improvement projects. The UC Brotherhood ministry primarily works event requiring skilled labor.