Brandon Tavares

Brandontavares@protonmail.com | (951) 553-5131 | Flagstaff, AZ

SUMMARY OF QUALIFICATIONS

- Excellent organization skills
- Developed log in interface for bus drivers using Javascript, CSS, and HTML
- Utilized workflow software such as VS Code and GitHub and Discord

EDUCATION

Northern Arizona University   *Expected Graduation*   **Dec 2026**
BS, Computer Science GPA: 2.9
Flagstaff, AZ

WORK EXPERIENCE

Coconino Community College   **Jan. 2023 – Jan. 2025**
Student Ambassador
Flagstaff, AZ

- Assist students by scheduling advising appointments and answering general questions about the institution
- Manage reception inbox and follow up with student inquiries
- Instruct students on using campus technology
- Participate in weekly meetings to discuss improvements in communication between different departments
- Take initiative on organizing club events and create the best experience for student life
- Contact vendors/ caterers on pricing for events
- Distribute food to hundreds of attendees
- Mange CCC food pantry
- Maintain a clean work environment at the reception desk and the student service area

AutoZone
Mar. 2022 – Nov. 2022
Retail associate
Flagstaff, AZ

- Assist customers in locating the correct part for their project
- Update quantities in inventory to keep track of stock
- Unload new shipments of products
- Ability to resolve conflict with unhappy customers
- Recognized for great customer service, offered manager position

Projects

24 hour Hackathon   **March, 2024**
NAU STOPS

- NAU Stops received second place in the event
- Bus tracking app which collects data from users device and class schedules
- Utilized workflow software such as VS Code and GitHub and Discord
- Developed log in interface for bus drivers using Javascript, CSS, and HTML