Diana Tineo

Software Engineer

Boca Raton, FL | diana.tineo1@gmail.com | (203) 817-4743
GitHub | LinkedIn

Skills

Fullstack: Javascript ES6, React, React Native, Node.js, Python, MongoDB, Firebase, AWS, mySQL, HTML, CSS3, REST APIs, Algorithms, Data Structures, Natural Language Processing, Bootstrap, DevOps, Agile/Scrum, Express, GCP
Toolkit: Git, GitHub, Chrome Dev Tools, Expo.

Education

Boca Code   **Boca Raton, Fl**
Software Engineering Career Course   *Sept 2021-Dec 2021*
- Learned industry best practices and software development standards while collaborating with seasoned software engineers 40 hours a week.

Norwalk Community College   **Norwalk, Ct**
Construction Technology A.S.   *May 2020-May 2021*
- Degree focused on architecture, planning, math, mapping and communicating effectively in the workplace.

Awards, Certificates, & Accomplishments

- ***South Florida TechHub Hackathon for Inclusion:*** 1st Place winner: Team Visuability
- ***Women in Tech Scholarship:*** 09/2021
- ***Certified Tax Preparer:*** 11/2008

Experience

Continental Finance Corporation   **Greenwich, Ct**
Real Estate Manager   *Aug 2019 - Dec 2020*
- Implemented a property management software to streamline the administrative operations of a portfolio of over 200 mixed-use rental properties
- Conducted all administrative work related to the business including insurance renewals, tax audit preparations, completed refinancing paperwork for real estate property, evictions, contract executions and client relations.

Mattera Construction LLC   **Norwalk, Ct**
Property Manager   *Apr 2018 - Aug 2019*
- Drafted and executed lease contracts for rental properties.
- Advertised vacant rental units on the web and followed leads via email and telephone.
- Requested bids from contractors and hired staff for different construction projects.
- Scheduled and organized staff to carry out day to day operations of business.

Single Source Home Management   **Greenwich, Ct**
Property Manager   *Sept 2014 - Oct 2017*
- Scheduled and organized a team to conduct day to day operations and maintenance of luxury estates.
- Hired and managed contractors for renovations and new construction projects.
- Organized and led meetings with the team to plan and strategize for an efficient workflow.

Languages

- ***English:*** *advanced proficiency level*
- ***Spanish:*** *advanced proficiency level*
- ***French:*** *intermediate proficiency level*