

## Keir Smith

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### Objective

Hard-working student programmer with a flair for creating elegant solutions and applications efficiently, and accurately. As a student programmer, I have gained experience in creating responsive web pages using HTML, CSS, Bootstrap, and JavaScript. I have also gained experience in creating applications and packaging applications with Docker. This also enabled me to gain experience in managing databases with SQL (PostgreSQL).

### Experience

#### **10/2019-Present**

##### **Review Specialist III -Peraton**

- Works closely with Field Managers, Contract Liaisons, and Field Investigators to complete cases to client specifications and timeliness parameters.
- Maintains knowledge and familiarity with relevant terminology, policies, and procedures of the procedures as outlined by the contract/customer
- Assist with quality audits and on-the-job training/mentoring for new employees.
- Identifies and tracks common trends for reopens and communicates trends to management

#### **12/2018-10/2019**

##### **Quality Analyst – General Dynamics Information Technology**

- Provides guidance to investigators on the responsibilities of the investigation.
- Tracks and maintains case review log.
- Makes a final assessment on a case for release to the client or return to an investigator.
- Use and maintain a content management system to review, grade, and edit reports from the field.

#### **10/2016-11/2018**

##### **Review Specialist I -Keypoint Government Solutions/ Perspecta**

- Check reports of investigations that help to ensure the safety and security of the nation.
- Ensure that the information compiled in the report of investigation is clear, concise, and meets the requirements prescribed by the requesting customer.
- Monitor pending cases to ensure compliance with delivery due dates and track submission of investigative leads.
- Meet quality, timeliness, and production metrics.

<b>Skills &amp; Abilities</b>	<div>Microsoft</div> <div>Docker</div> <div>Amazon Web Services</div> <div>Bootstrap</div> <div>Python</div> <div>JavaScript</div> <div>HTML</div> <div>CSS</div> <div>Node.Js</div> <div>React</div>
<b>Education</b>	<div><b>Columbus State University</b> <b>Bachelor of Arts – English Literature and Language</b> Graduation Date: May 2013</div> <div><b>NuCamp Coding Bootcamp</b> <b>Software Engineering</b> Python, DevOps, Web Development Completed: 09/2022</div>