

# Jay-Leigh Reece Vergotine

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## Key Skills

✓	HTML	✓	Adobe Suite
✓	CSS	✓	Figma
✓	JavaScript Frameworks	✓	CMS
✓	Java	✓	WordPress
✓	Python	✓	SEO
✓	PHP	✓	Kotlin
✓	Git	✓	Googling
✓	SQL	✓	A/B Testing

## PROFESSIONAL EXPERIENCE

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### *Web Developer*

#### Freelance

*February 2024 – Present*

Working one-on-one with clients, both in-person and remotely. Holding meetings to discuss the goal of their website and what they would like to change/update and acting on those requests.

#### Website Development and Web Maintenance

- Maintained frequent with clear client communication.
- Held one-on-one meetings with clients to discuss website goals and answer any web related questions.
- Drafted contracts for the work/projects.
- Developed final changes and suggested recommendations.
- Updated Website upon receiving requests.

### *Web Developer and Mobile Developer (Intern/Volunteer)*

#### The Change for the Better Foundation

Botfontein Rd, Cape Town/ South Africa

*March 2023 – December 2023*

A humbling experience. I got to experience how to strong communication truly is when working with a client. Having to work in a small team created the real work environment and allowed for each person to handle a good amount of work creating a new Website and Mobile App for this company as well as creating new designs and having meetings to plan and document the entire procedure.

#### Website and Mobile App Design and Development

- Planning and Resources – dealt with what needs to be achieved with the given resources.
- Gathered the required information on said company and their resources after planning.
- Designed the website and mobile app layout and had meetings with client for feedback.
- Developed 100% of the website and mobile app from the approved designs.
- Improved website driving user efficiency up 70%.
- Produced 80% schedules and meeting minutes.

### *Student Council*

#### Stadio Higher Education

Bellville, Cape Town / South Africa

*November 2022 – October 2023*

Representing fellow students for the improvement of student campus life. Increased and proved my confidence in my social skills. Got to work with the Head of Campus and many top names to work through student issues and wishes.

- Planned events for the students.
- Held meetings for the foreseen future.
- Publicly Spoke to the students and team.
- Set up events for community service society.
- Developed ideas for the future of the Campus.
- Reported to the responsible authorities on behalf of the students.

## LEADERSHIP EXPERIENCE

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### *Student Council*

#### **Stadio Higher Education**

Bellville, Cape Town / South Africa

*November 2022 – October 2023*

- Planned and held meetings and events.
- Publicly Spoke to the students and team.
- Set up events for community service society.
- Developed ideas for the future of the Campus.
- Reported to the responsible authorities on behalf of the students.

### *Africanization Debate Competitor*

#### **Stadio Higher Education**

Bellville, Cape Town / South Africa

*September 2023*

- Researched 100% topic for the debate.
- Constructed an approach to the argument.
- Held meetings with the team to plan our approaches.
- Spoke in front of 100s of people with my original argument.

## EDUCATION

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### **Stadio Higher Education**

Bellville, Cape Town / South Africa

*Bachelor of Information Technology in Web Design and Development– 3.6/4.0 GPA*

*May 2024*

*Student Council, Debate Society Leader, Student Vote – Debate Winners, Web Development Winners*

### **Settlers High School**

Bellville, Cape Town / South Africa

*Matriculated*

*December 2019*

## ADDITIONAL

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**LANGUAGES:** English (native), Afrikaans (proficient)

**OTHER EDUCATION:** Harvard CS50, The Fundamentals of Digital Marketing

**INTERESTS:** Gym and Sports, Film, Art, Finance and Gaming