

Mia Gabriel

Accounting Clerk | *Education in Web Design & Development*

(720) 724-0647

miagabriell010@gmail.com

miaportfolio.net

Education

Aug 2022 - May 2026

University of Colorado Boulder | *Bachelor's Degree*

Chancellor's Recognition Award: **4.0 GPA**

Major: Creative Technology and Design Engineering
Connects **engineering and design** to combine my skills for computation and aesthetics working with HTML, CSS, JS, and Adobe Suite.

Minors: Space & Data Science

Certificate: Leadership

Skills

Accounts Receivable (AR)
Invoice processing & billing
Excel
Sage Intacct
Payment processing & reconciliation
Python & SQL
Figma, Canva, HTML/CSS/JS
Adobe Suite

Work Experience

May 2026 - Present

Accounting Clerk | *The Colorado Floor Company*

Reduced AR balances over 90 days from **29% to 11%** through proactive collection efforts.
Communicated with retail, production, and custom clients to collect on past-due payments.
Processed and reconciled checks using **Sage Intacct**.
Contributed to a **company-wide system integration** from Sage and the company's internal calendar system to RFMS (vertical software for the flooring industry).

May 2025 - Dec 2025

UI/UX Designer & Developer | *The Colorado Floor Company*

Designed and developed 3 core features of CFC Suite using Bubble.io.
Created technical documentation and conducted UX research to improve usability and workflow.
Contributed to product generating **\$5M+ in revenue** for the company so far.

Jan 2024 - May 2026

Barista | *Drogos Coffee Bar*

Delivered high-volume customer service in fast-paced environment.

Leadership Roles

May 2025 - May 2026

President | *Buffalo Catholic*

Led operations for a **500+ member** student organization, organizing events and coordinating with other university groups.

Feb 2024 - Oct 2024

Co-Coordinator | *Buffalo Awakening Retreat*

Planned and executed retreat where I **led team of 12** for a retreat of **68 fellow students**.