

# Catherine Alexandra

## Developer

Driven and resourceful full-stack developer looking to utilize my MERN and UI/UX skills to create and manage beautiful, well designed, robust applications.

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🐙 github.com/8catherine-alexandra8

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## TECHNICAL SKILLS

<b>Front End</b>	HTML, CSS, Styled-Components, Bootstrap, JS, React, Redux	<b>Back End</b>	Node, Express, Axios, Postman, Mongoose, MongoDB Atlas
<b>Debugging and Deployment</b>	Git, Chrome DevTools, React DevTools, Redux DevTools, Heroku	<b>Security</b>	bcryptjs, JSON Web Token, Google OAuth, Facebook OAuth

## SOFT SKILLS

Highly motivated   Persevering   Creative   Loves to learn   Enjoys problem solving   Patient   Enthusiastic

Effective communicator   Self-aware   Cooperative   Compassionate   Kind   Welcomes constructive critique

## PERSONAL PROJECTS

### E-Commerce Site: Shunami

- Fully functional shoe store with both customer accessible UI and protected UI for administrator use. Customer UI: shopping, purchasing via Paypal, reviewing products, and order tracking. Protected administrator UI: user add/edit/delete, order tracking/edit, product add/edit/delete, including image upload capability.
- Built using Node, Express, Axios, Mongoose, MongoDB Atlas, bcryptjs, JSON Web Token, React, Redux, HTML, CSS, React-Bootstrap, Paypal API.

### Focus App: FitFocus

- Productivity tracking application, based on Pomodoro technique, which provides user with body weight/calisthenic type exercise prompts during short breaks. UI allows user to set increments for focus time, short break, long break and focus rounds goal and application tracks progress and provides feedback at session end.
- Built using Node, Express, Axios, Mongoose, MongoDB Atlas, React, HTML, CSS, Styled-Components.

### Blog: npmRunDev

- Blog with reader accessible UI and password protected admin UI. Reader UI: read blog posts, comment on blog posts, contact blog administrator. Admin UI: Compose posts, edit posts
- Built using Node, Express, Axios, Mongoose, MongoDB Atlas, React, HTML, CSS, Styled-Components, Quotable API, SendGrid API

### Recipe App

- UI for adding, editing, and deleting recipes. Includes recipe search component.
- Built using Node, Express, Axios, Mongoose, MongoDB Atlas, React, HTML, CSS.

### Additional Projects

- Can be found by visiting my github: <https://github.com/8catherine-alexandra8>

## WORK EXPERIENCE

### Billing Manager

#### The Vein And Laser Center of Northern Colorado

2013 - 2019

Fort Collins, CO

Jointly owned by Advanced Medical Imaging Consultants and Northern Colorado Surgical Associates

##### Achievements/Tasks

- Facilitated clinic's transition from utilization of paper charts to Electronic Medical Records software
- Transitioned clinic from using 3rd party billing service to billing on - site , using existing staff , and only increasing FTE expense by 0.2
- Assisted in growing practice, including 50% increase in MD productivity and 44% increase in revenue , without increasing FTE in front - end administration or billing
- Produced MTD and YTD productivity and revenue analysis , for monthly board review
- Expertly closed out AR, within 4 months of clinic closure, collecting all but \$3k in outstanding revenue for practice generating > \$1m in revenue annually.
- Consistently provided excellent customer service in all internal and external interactions

### Owner - Operator

#### Shunami

2012 - 2013

Hoi An, Vietnam

Online bespoke shoe store on Etsy platform

##### Achievements/Tasks

- Exploited FB algorithms to attract > 25k followers within first 2 months of business
- Leveraged large FB following to encourage Etsy to feature shop on front page, on 3 separate occasions, dramatically increasing popularity and sales
- Overcame language and cultural barriers to build strong network of local support for production and shipping
- Sold and shipped > 350 pairs of custom shoes all over the world in less than 5 months in business
- Achieved and maintained excellent customer service rating

### Director

#### RMC Medical Billing

2011 - 2012

Boulder, CO

##### Achievements/Tasks

- Created and presented a pro forma to the prospective owners of RMC Medical Billing , instrumental to securing investors
- Successfully transitioned billing processes and procedures from professional only to professional and facility ; proactively prepared patients for the cost difference
- Transitioned to new payroll system and selected new health benefits for employees
- Developed and maintained internal AP processes

### Business Office Manager

#### Rocky Mountain Cardiology

2008 - 2011

Boulder, CO

##### Achievements/Tasks

- Significantly increased charges and revenue in partnership with the Administrator and CFO
- Provided training and guidance to the business office staff , front office staff and scheduling staff as newly developed practices and procedures were implemented
- Improved time of service collections , in collaboration with the Front Office Manager , while simultaneously providing a better customer experience
- Developed productivity standards for business office staff, resulting in boosted staff productivity and decreased staffing cost

## EDUCATION

### Bachelor of Fine Arts

#### Maryland Institute College of Art

Baltimore, MD

##### Courses

- Photography major