

JINHI AHN

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LinkedIn: <https://www.linkedin.com/in/jinhi-ahn-331639181/> | **GitHub:** <https://github.com/JinhiA> |

Portfolio: <https://github.com/JinhiA/JinhiA.github.io>

U.S. Citizen

SUMMARY

Highly motivated, detail-oriented and dedicated full-stack web developer with a strong background in HR and administrative professional with 10+ years of deep operational experience in practice administration seeking to take next step in career with a respected organization that values hard work, talent, and promotes progression and a healthy work environment; bringing broad understanding of Modern HTML, JavaScript, CSS, and software development with an eagerness to grow.

TECHNICAL SKILLS

Languages: HTML5, CSS3, JavaScript, jQuery, Bootstrap, Express.js, React.js, Node.js

Applications: GitHub, Visual Studio Code, XCode, Homebrew

Computer/Technical: Eaglesoft, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Outlook; Quickbooks/Quickbooks Online

PROJECTS

Weather Dashboard | <https://github.com/JinhiA> | <https://jinhia.github.io/WeatherDashboard/>

This project is designed to create an easy to use weather dashboard app to allow its user to find current weather conditions and a five-day forecast by city.

This application was created by using OpenWeather API and features a dynamically updated HTML and CSS using jQuery.

Password Generator | <https://github.com/JinhiA> | <https://jinhia.github.io/HW3PasswordGenerator/>

This project was designed to create a web application that will randomly generate a strong password based on the users' selections.

Code Quiz | <https://github.com/JinhiA> | <https://jinhia.github.io/Code-Quiz/>

This project includes HTML, CSS, and Javascript documents to create a user responsive multiple-choice coding quiz game that is timed and will allow the user to input their name and score. Separate HTML, CSS, and Javascript files create to help clearly separate each page and functions.

EDUCATION

University of North Carolina Chapel Hill, NC

Full Stack Web Development Certificate

June 2020 – Present

- A 24-week intensive program focused on a full stack programming: HTML5, CSS3, JavaScript, jQuery, Bootstrap, Express.js, React.js, Node.js, Database Theory, MongoDB, MySQL, Git, C#, ASP.Net, and more.

AMERICAN ASSOCIATION OF DENTAL OFFICE MANAGERS (AADOM) FELLOW

July 2018 – Present

METHODIST UNIVERSITY

Fayetteville, NC

BS in Biology (Pre-med track) (*Unfinished*)

MEREDITH COLLEGE

Raleigh, NC

BS in Biology (Pre-med track) (*Transfer*)

3.8 GPA

EXPERIENCE

Sandhills Pediatric & Family Dentistry

Sanford, North Carolina

Practice Manager

March 2010 –(Present)

- Inherited 60, 90 Day Accounts Receivable at 25% in October of 2011 and was able to decrease to 12% at its lowest in 2012. After 3.5 years, A/R reflected at 20% (10% lower than national average). Increased annual collection rate from 87% in 2010 to 99.99% in 2015 and maintaining a rate of 99.75% as well as decreased adjustments by over \$100,000.
- Managed over 30 team members composed of Dentists, Hygienists, Clinical and Clerical personnel as well as delegate responsibilities to appropriate team members.
- Created company handbook and training guidelines to introduce employees to culture, mission, and values and implement office-wide procedural standards.
- Created tracking codes for Quality Indicators and Quality Assurance presented to the Board of Directors as well as inter-facility departments to include Diabetes, Wellness, Mental Health and Medical to provide comprehensive healthcare for patients.
- Planned and facilitated daily activities to meet practice goals and mission; collaborated with physicians to develop strategic business plans, define budgets, and established daily operational objectives; managed the expenses of the office to allocate available resources effectively.
- Devised new and revised policies to streamline processes and reviewed treatment plans in detail and costs.

SKILLS

Languages:

- Fluent in English, Korean