KATHERINE (YANAN) SAUNG

Please contact me via LinkedIn for a **complete resume**

Professional Summary

A software engineer with a strong technical and legal background and a passion for coding and self-learning. Knowledgeable and experienced in providing help desk support and IT support. Experienced in front-end and back-end configurations through projects as a Full-Stack developer. Possessing degrees in both engineering and sociology, bringing a diverse perspective to the user experience. Professional leadership skills expanded through team projects and securing roles in training and management. Detail-oriented, organized, reliable, and eager to seize opportunities and collaborate on team projects.

Technical Skills

JavaScript	Node.js	REST APIs
Python	HTML	Git
React	CSS	GitHub
Express	MongoDB/Mongoose	Debugging

Education

Per Scholas, Full Stack Web Development, Certification in Full Stack Software Engineering
- 15-week training program in Full-Stack web development, object-oriented programming, use of API's, AGILE methodology and debugging
- Per Scholas Alumni Nationwide HackJam - Winner 1st Prize Team Project

Queens College, B.A. in Sociology - Alpha Kappa Delta- Honors Society International Sociology
New York City College of Technology, B.A. in Technology in Entertainment Technology
Queensborough Community College, A.A.S in Music Electronic Technology

Projects

The Todo Application
A Full-Stack MERN application that helps a user stay organized with a to-do list

Natural Disaster Tracking Application
An application built with JavaScript, React, HTML, CSS using APIs from NASA and Google Maps to track and plot natural disasters in the United States

Whack a Robo-Mole Game
A fun web game application built with JavaScript, HTML, CSS focusing on object-oriented programming and the powerful use of function

Experience

Paralegal, Law Office
- Regularly reviewed and prepared over 10 cases daily for Arbitration hearings and weekly management and calendaring for over 300 scheduled Arbitration matters per month
- Created policies and procedures on arbitration matters with team members in the legal and IT department located overseas

Legal Assistant, Law Office
- Conducted daily legal research and analysis on litigation matters while working closely with attorneys during trial preparation
- Completed daily drafts and final reviews of litigation pleadings and interrogatories for court submissions

Senior Paralegal, Law Office
- Drafted, reviewed, and prepared daily briefings, motions, pleadings, conciliations, and interrogatories in litigation and arbitration
- Thoroughly analyzed legal documentations during weekly settlement negotiations with opposing counsel and provided continuous updates to clients by phone and email

Inventory Specialist, American Multinational Technology Company
- Led monthly Apple educational group workshops through interactive hands-on training with customers on the company's core software products in English and Chinese
- Provided daily management of in-store inventory and online purchases along with technical support to the sales floor and assist with customer questions and concerns

College Lab Technician, University
- Effectively performed daily system updates, routine inspection of network security updates and accounts, and system installations and upgrades for recording studios and lab equipment
- Audio Engineer for live recording sessions of university concerts and events throughout the semester while facilitating training and support to faculty and students on proper use of software applications and devices

Awards and Acknowledgments
- *Americorps Jumpstart Alumni*
- *Student Mentorship Program at CUNY*