

Assistant Manager Assistant Manager Assistant Manager - IL JOO Corporation Lorton, VA Work Experience Assistant Manager IL JOO Corporation - Fairfax, VA 2015 to Present Organizing schedules for upcoming appointments during office hours Conversing with clients to deliver expected results on time Transporting necessary supplies via a personal vehicle HackUVA, Python/Java Application Developer Ruffner Hall - Charlottesville, VA 2016 to 2018 Established criteria for each milestone within the product road-map as a means to measure developmental progress. Contributed to a light-weight, list-building web application for Mozilla Firefox. Monitored and updated back-end data by inter-communicating between JavaScript, HTML5, and CSS. Designed a news aggregate function that would parse through HTML as a supplement feature Integrated live, virtual and constructive programs into a cohesive product. Dental Assistant Intern/Technician Family Dental Care - Fairfax, VA 2014 to 2014 Utilized relevant hospital IT software, particularly Dentrix, a computer scheduling program that organizes upcoming appointments with patients. Prepared examination/x-ray rooms and dental trays for upcoming procedures Maintained and organized online dental records and reports of recent patients at the time Education Bachelor of Arts in computer science, such as Scrum and Agile University of Virginia - Charlottesville, VA 2014 to 2018 Skills Amazon web services, C/c++, C++, Docker, Hive, Management, Scheduling, Inventory Links <https://github.com/charleshong> Additional Information PERSONAL SKILLS Python 2.7/3, Java 8/10, C/C++ Docker/HIVE Windows 7/10 Mobile development (Swift) HTML 5, CSS, JavaScript Microsoft Office (Word/Excel/Outlook) NoSQL/MySQL Developer Bilingual in English and Korean Amazon Web Services (AWS) Experience in technical writing

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