

## Summary:

An accomplished individual seeking a career change from Benefit Administration and Human Resources to something more inline with his passion for technology and improving systems.

## Technical Skills:

**Front-end:** HTML, CSS, JavaScript ES6, jQuery, Bulma

**Back-end:** Node, Express, JSON, APIs

**Tools/Methods:** Git/GitHub, Responsive Design

## Recent Projects:

### **National Parks Day Trip Planner**

<https://trivera777.github.io/National-Parks-Day-Trip-Planner>

- Application allows the user to search National State Parks within a specific state.
- *Tech:* HTML5, CSS3, JavaScript, jQuery, Bulma, NPS API, OpenWeather API, Google API

### **Day Planner**

[https://michlimones.github.io/Day\\_Planner/](https://michlimones.github.io/Day_Planner/)

- Application allows the user to save agenda for that day to the local storage so they may come back to it.
- *Tech:* HTML5, CSS3, JavaScript, BootStraps

## Work Experience:

### **Client Service Analyst**

Jan 2021-Present

*benefitexpress*

- Analyze electronic files, client imports, carrier exports, payroll exports and deduction files.
- Communicate directly with insurance carriers to make updates and keep eligibility in sync.
- Work daily on client services questions/issues and provide timely follow up to the client or plan participant.
- Post and analyze imported and exported files.
- Troubleshoots any errors on the files as well as enrolling and/or terminating participant's eligibility at each carrier.

### **Senior Benefit Specialist**

Apr 2018-Apr 2020

*Avitus Group*

- Answered questions the clients and their employees had in regards to the benefits available to them.
- Calculated benefit deductions and worked with the payroll department to make sure the premiums were collected on payroll.
- Paid and reconciled benefit statements from insurance vendors.
- Occasionally made client visits to provide employees with a benefits presentation.
- At the end of the year, setup plans within the enrollment portal so employees could elect their coverage for the following plan year.

## Education:

### **University of Denver Coding Bootcamp**

2021-present

*Full Stack Web Development*

- Learning industry best practices and practical software development standards with a focus on HTML5, CSS3, JavaScript, jQuery, Node.js, React, and algorithms and data structures.

### **Greeley West High School**

2005-2009

Student of the Year: Mathematics 2009

GPA: 3.75