

# AMY LAM

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## SUMMARY

Self-motivated and enthusiastic worker with experience in web development, management, healthcare, and customer service. Strong willingness to learn and very attentive to accuracy and details. Good at multi-tasking with excellent organizational skills. Have experience working with many different teams at all organizational levels and diverse backgrounds in an efficient and effective manner.

## SKILLS

### LANGUAGES

JavaScript, HTML, Python, SQL

### SYSTEMS & TOOLS

Visual Studio, MongoDB, MySQL, Git, Firebase, Strapi

### FRAMEWORKS & LIBRARIES

React, Node.js, Express, jQuery, Bootstrap, Tailwind CSS, SASS/SCSS

## EXPERIENCE

### THAO & HAIR

*Web Developer*

**Huntington Beach, CA**

*September 2023 - Present (Contract)*

- Design and develop a responsive and user-friendly website showcasing the client's work and offered services.
- Continue to maintain and update the website as requested per client.

### PACIFIC COAST HOSPITALITY & MANAGEMENT LLC

*Assistant Project Manager*

**Westminster, CA**

*May 2022 – June 2023*

- Created the timeline and delegated tasks that needed to be completed.
- Assisted in cost-benefit analysis to stay within budget while generating the most profitable outcome.
- Ensured that all operations of setting up the rental property proceeded in a timely manner and within budget.

### BANNER DEL E. WEBB MEDICAL CENTER

*Certified Nursing Assistant*

**Sun City West, AZ**

*March 2021 – December 2021*

- Provided high-quality patient care by assisting with activities of daily living, hygiene, feeding, dressing, as well as checked vitals and blood glucose levels.
- Worked closely with the nursing staff, PAs, NPs, and physicians on the medical-surgical unit to appropriately implement care for the patients, as well as floating to other departments when needed.
- Maintained a comfortable and clean environment for every patient while adhering to all hospital safety guidelines, protocols, and regulations.
- Accurately charted all patient interactions in electronic health records system.

### HEALTHSCRIBE

*Medical Scribe*

**Phoenix, AZ**

*January 2018 – July 2020*

- Documented all necessary and relevant information during a patient's visit in the clinic for multiple physicians.
- Maintained proper records of medical histories and any procedures done in the office using AllScripts and Athena.

### REFINED NAILS & SPA

*Front Desk Coordinator*

**Glendale, AZ**

*July 2015 – August 2016*

- Served as an enthusiastic and welcoming first point of contact for clients, as well as dealt with any issues.
- Scheduled appointments in person and by phone according to client and nail technician availability.
- Carried out transactions using the cash register, including cash and card payments.
- Created fliers and online ads to attract new clients, as well as inform them about any ongoing promotions through social media.
- Responded to Yelp and Facebook reviews to ensure excellent customer service.

### AMERICA READS

*Tutor*

**Scottsdale, AZ**

*February 2016 – May 2016*

- Tutored children after school in math, reading, and science by creating hands on activities and quizzes to test their knowledge.

## PROJECTS

### THAO & HAIR

THAOANDHAIR.NETLIFY.APP

Multi-page, responsive website created for client built on React framework. The site includes a beautiful landing page, as well as all the necessary information and links that the business requires.

### LET'S GET COOKIN'

GITHUB.COM/AMYHLAM/LETS-GET-COOKIN

A full-stack web application created to share recipes built using Javascript, EJS, and Bootstrap. The project uses MongoDB and has user authentication capabilities.

**WEB PORTFOLIO** - <https://amyhlam.github.io>

## EDUCATION

### ARIZONA STATE UNIVERSITY

*Bachelor of Science, Biochemistry*

*Minor, Business*

**Tempe, AZ**