

## **BASU KHANAL, WEB DEVELOPER**

5091 Grey Elk Ct, Liberty Township, Ohio 45011.

Cell: (720) 226-5671 Email: [bkhanal87@gmail.com](mailto:bkhanal87@gmail.com)

LinkedIn: [www.linkedin.com/in/basu.khanal](https://www.linkedin.com/in/basu.khanal)

GitHub: <https://github.com/bkhanal87>

GitHub Portfolio: <https://github.com/bkhanal87/My-updated-portfolio>

## **PROFESSIONAL SUMMARY**

Driven Web Developer skilled at writing well-designed, testable, and efficient code using current best practices in Web development.

## **Technical Skills**

- HTML5   CSS3   JavaScript   jQuery   Bootstrap   Node.js   API
- Python   Command Line   Visual Studio Code   GitHub   GitLab

## **Projects/Homework Assignments**

Project: National Park System Website: This website was designed to give users an easy way to search for national parks to see while visiting a state, as well as look for different activities to do while visiting. Language used: Html, CSS, JavaScript, and jQuery. Link:

<https://github.com/mdbow22/Project-One>

Password Generator: This password generator was designed to enable users to generate a secure password that included uppercase and lowercase characters, as well as numbers and symbols.

Languages used: Html, CSS, JavaScript, and jQuery. Link:

<https://github.com/bkhanal87/JavaScript-Password-Generator>

Work Day Scheduler: This calendar application was created to allow users to save event for each hour of the day by modifying starter code. This app enables an employee with a busy schedule to add important events to a daily planner so that he can manage his time efficiently. Languages used: HTML5, CSS3, JavaScript, jQuery. Link: <https://github.com/bkhanal87/Schedule-Planner>

## **EDUCATION**

**6-Month Part-time Flex Coding Bootcamp**, Ohio State University

Anticipated Graduation Date: Jan 2022

Courses include: HTML5, CSS3, JavaScript, jQuery, Bootstrap, Express.js, React.js, Node.js, Database Theory, MongoDB, MySQL, Command Line, Git, and more.

**Bachelor of Science in HealthCare Management**, Metropolitan State University of Denver.

Graduation Date: May 2018

Honors: Summa Cum Laude. President's List. Rising Star Scholarship award. Upsilon Phi Delta

Courses Include: Professionalism in Healthcare, Healthcare Management, Ethics in Healthcare, Strategic Management in Healthcare, Financial Management in Healthcare, Human Resource Management in Healthcare, and Health Disparities

Representative Course Project: Intern - Event Planning and Fundraising, Colorado Ovarian Cancer Alliance

## **WORK HISTORY**

**Accountant/Examiner 2, Opportunities for Ohioans with Disabilities, Cincinnati, OH. 10/2019 – Present**

- Work closely with vocational rehabilitation counseling staff and vendor to ensure that services are authorized, and payments vouchered in a consistent, accurate and timely manner.
- Complete authorizations based upon agency fee schedules.
- Follow policies, procedures, and office protocols to help track and ensure the most efficient use of Ohio's taxpayers' dollars.
- Assist agency staff, vendors and individuals with disabilities by providing support and guidance on the agency's fiscal processes.
- Utilize current technology and tools to complete fiscal responsibilities and general office practices and procedures.

**Medical Interpreter, Vocalink Global, Cincinnati, OH. 07/2018 – 10/2019**

- Interpreted precisely and accurately critical medical advice and information given by the provider into equivalent terminology in the patient's native language.
- Maintained and established quality service and positive interaction with all customers, visitors, patients, clinical employees, and health care providers.
- Assisted in translating medical text from English on behalf of internal and external customers.
- Participated in continuing annual medical interpreter training provided through Vocalink.

**Administrative Assistant, Department of Corrections, Denver, CO. 12/2017-07/2018**

- Provided technical and administrative supports around project and task management
- Developed and maintained databases and spreadsheets such as contact lists and budgets, and provided information upon request
- Conducted data entry as needed
- Assisted in planning and organizing travel needs and travel paperwork for the Supervisor of DOC Programs office
- Coordinated purchase of office supplies and reconciled and balanced budget by making use of the Colorado Operations Resource Engine (CORE), an integrated financial management system

**Medical Records Technician I, State of Colorado, Denver, CO. 06/2017 - 12/2017**

- Determined validity of requests for release of confidential health care information
- Executed, copied and distributed the release of clinical information from health records
- Requested clinical information from other agencies

- Scheduled offenders for review of health records
- Procured, tracked and recorded offender health records movement arriving in and out of the facility from other facilities and packaged health records for facility movement

**Health Information Specialist, SCL Health, Denver, CO.**

08/2014-06/2017

- Assisted patient and families obtain their medical records while adhering to SCL Health rules and regulations abiding records disclosure
- Assembled, analyzed, and re-analyzed medical records for accuracy and completeness using EPIC (the Electronic Record System) and other software
- Answered telephone, routed calls appropriately, and served as liaison to patients, providers, and third-party vendors
- Performed document preparation, scanning and indexing of medical records, and audited results for image quality and accuracy

### **VOLUNTEER EXPERIENCE**

**Intern, Colorado Ovarian Cancer Alliance; Mental Health Center of Greater Manchester; and**

**Volunteer, Child Health Services**

### **AFFILIATIONS**

**Member, American Health Information Management Association (AHIMA), Chicago, IL.**