

# Basu Khanal

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<https://www.linkedin.com/in/basukhanal> | <https://github.com/bkhanal87>  
<https://bkhanal87.github.io/Basu-Khanal-Portfolio/>

## Summary

User-focused and driven software developer skilled at writing well-designed, testable, and efficient code using current best practices in Web development. Recently earned a certificate in full stack development from the Ohio State University Coding Bootcamp, with newly developed skills in JavaScript, HTML, CSS, jQuery, SQL, MongoDB, React, MERN, and MVC.

## Technical Skills

HTML5, CSS3, JavaScript, jQuery, Bootstrap, Express.js, Node.js, MySQL, React, MERN, Database Theory  
Command Line, Git

## Projects

**Take-a-Break:** Restaurant website where users can browse the menu, read reviews, and leave reviews. By logging in, users are granted access to write reviews for menu items and guests viewing the site can see these reviews. Technologies used: HTML5, CSS3, Bootstrap, JavaScript, Handlebars.js library, MySQL, Scroll Reveal Library, Node.js, Express.js, NPM Modules.  
<https://enigmatic-hamlet-26860.herokuapp.com/>  
<https://github.com/bkhanal87/Take-a-Break>

**National Park System Website:** 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. Technologies used: HTML5, CSS3, JavaScript, Materialize.  
<https://bkhanal87.github.io/National-Parks/>  
<https://github.com/bkhanal87/National-Parks>

**Password Generator:** To enable users to generate a secure password that includes uppercase and lowercase characters, as well as numbers and symbols. Technologies used: HTML, CSS, JavaScript.  
<https://bkhanal87.github.io/JavaScript-Password-Generator/>  
<https://github.com/bkhanal87/JavaScript-Password-Generator>

## Experience

**Accountant/Examiner II, Opportunities for Ohioans with Disabilities**  
Cincinnati, OH

07/2018– Present

- Detail-oriented accountant examiner working closely with ten vocational rehabilitation counseling staff to ensure that services are authorized, and payments vouchered in a consistent, accurate and timely manner. Effectively processed the highest number of

authorizations (3,500) for the State Fiscal Year 2021 (October 2020 thru October 2021) in comparison with other Accountant Examiners throughout the State of Ohio

- Successfully coordinating with ten external vendors by reviewing detailed quarterly reports with analysis for submission to supervisor for quarterly meetings
- Demonstrate strong analytical and critical thinking skills by making independent decisions and with good judgment while working well with a diverse group of people and following policies, procedures, and office protocols to help track and ensure the most efficient use of Ohio's taxpayers' dollars
- Utilizing current technology and tools to complete fiscal responsibilities and general office practices and procedures.

**Administrative Assistant III, Department of Corrections**

06/2017-07/2018

Denver, CO

- Demonstrated willingness to learn by assisting staff throughout the department with setting up their computers, installing software, and general IT issues.
- Efficiently provided technical and administrative support around project and task management
- 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
- Worked with a team of five upper-management professionals to complete complex projects on tight budgets within a specified time

**Health Information Specialist III, SCL Health**

08/2014-06/2017

Denver, CO

- Efficiently used various computer programs for organizing and retrieving data and accurately processed and maintained various types of records
- Effectively assisted customers with release of information needs in accordance with HIPAA and Federal and State regulations governing the release of protected health information.
- Deliberately answered incoming telephone calls, assisted walk-in customers, and made copies of medical records available for them for their upcoming appointments and personal needs
- Consistently prepared around 150 charts for scanning, indexing, and analyzing for chart completion

**Education**

**Certificate in Full Stack Web Development:** Coding Bootcamp, Ohio State University, Columbus, OH

**Certificate in IT Support:** Coursera, Offered by Google

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