

EDUCATION

BS Computer Science, Oregon State University, Corvallis, OR. 03/2021

EXPERIENCE

Serrano Eye Center Medical Group

Los Angeles, CA

Manager in Training/HR Manager

Oct 2019 - Present

- Implemented a new system for tracking and handling office income using Excel.
- Managed the hiring and training of new and current employees in multiple departments including IT, surgery, marketing, and billing.
- Automated the process of calculating employee hours for payroll using Python file input/output.
- Maintained the health of all office computers through routine software, hardware, and network checks.

Billing Manager

July 2018 - Present

- Supervised a team of three to quickly and efficiently handle the medical billing process for Medicare, Medical, HMO, and Commercial claims.
- Identified unpaid and denied insurance claims using practice management reports and handled claim reprocessing and denial management.
- Ran monthly reports to identify and correct problem areas in the billing process.
- Implemented new billing procedures that contributed to a 20.9% increase in net payments collected from insurance companies in 2019.
- Created a custom script to compare current and previous years office income and flag negative performance.

Surgery Coordinator

March 2016 - July 2018

- Coordinated with surgeons and ambulatory surgery centers to schedule patients for surgery.
- Increased premium lens unit sales by 74% resulting in 56% growth in net income from lenses during 2016 to 2018.

SKILLS

Highly skilled and proficient in: Python

Proficient in: C++, JavaScript, HTML, CSS, SQL, Excel, Word

Experience in: Flask, Flutter/Dart

PROJECTS

Haunted Mansion: Text based escape room game built using Python.

PasswordGenerator: Generates and stores random passwords in a designated txt file.

Wasteagram: Mobile app inspired by Instagram to track daily waste in the food industry.

Additional related coursework and projects available at <https://github.com/jangb89>