Charline Lach

fake@email.com
fake-fone-numba
[LinkedIn](#)
[GitHub](#)

EXPERIENCE

University of Minnesota Coding Boot Camp — *Student*

SEPTEMBER 2020 - DECEMBER 2020

- Attaining information/utilization of Git, APAX, API, HTML, CSS, JavaScript, jQuery, MySQL, Node.js, Bootstrap, and more
- Sharpening skills to work with IT teams (especially Agile), which aids to write user stories and work with software engineers, QA, and the business appropriately

Boom Lab, Minneapolis, MN — *Senior Technical Analyst*

APRIL 2018 - MARCH 2020

- Performed the role of Scrum Master, Defect Triage Lead, Data Coordinator, Change Request Coordinator, and Batch Job Lead
- Led and organized daily meetings for scrum calls (as Scrum Master) and defect status calls, including controlled user stories, worked with team members to advance scope, cooperated work capacity, and synchronized SAP testing defects across the team
- Examined and documented both old and new processes used by the team, followed by documenting and aiding process improvement implementation

Optum/UnitedHealth Group, Eden Prairie, MN

Systems Analyst

JULY 2016 - APRIL 2018

- Supported development of a new, in-house claims adjudication system in an Agile environment, utilizing both Kanban boards and Scrum methodology while working with solution architects, software engineers, and business members
- Transformed requirements and high-level designs into workflows and technical details
- Composed user stories from business requirements for developers to introduce new UIs and functionality to the application
- Designed and delivered UI mockups for updated or new screens

Senior Technology Development Program Associate

JUNE 2015 - JULY 2016

Rotational program

- Engineered business requirement deliverables, workflow process diagrams, and UI wireframes; organized and led team planning
- Produced a team collaboration website via Microsoft SharePoint, including a team wiki; as well as documenting team processes

SKILLS

Agile/Scrum/Kanban

User Stories

CA Agile Central/Rally

JIRA

Balsamiq Mockups

MS Visio

HP ALMQC

Bootstrap

Git/GitHub

APIs

HTML5/CSS

JavaScript

jQuery

MySQL/Servers

Node.js

EDUCATION & CERTIFICATION

University of Minnesota, Carlson School of Management, Twin Cities, MN

SEPTEMBER 2011 - MAY 2015

BSB, Management Information Systems, International Business

University of Minnesota Coding Boot Camp

SEPTEMBER - DECEMBER 2020

Certified ScrumMaster (CSM)

JULY 2020 - 2022

Certified Associate in Project Management (CAPM)

DECEMBER 2016 - 2021