

Erika-Joelle Martin Roncal

Full Stack Software Engineer

Specializing in Human Resources, Front-End Development,

Solutions Engineering, and QA Analysis

Chantilly, VA 20152

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SKILLS

Coding Languages: JavaScript, HTML, CSS, Python, SQL, Java, Mongo / Mongoose, JSON, EJS, Handlebars

Libraries and Frameworks: React, React Native, Express.js, Node.js, SpringBoot, Django, Bootstrap

Database: PostgreSQL, MongoDB

Other: RESTful Routing, JSON API, MERN stack, Postman, Alteryx, Tableau, Git / GitHub, Trello, Slack, Zoom, Microsoft Office

Human Resources Expertise: Taleo, iCIMS, Lever, Greenhouse, CareerArc, JazzHR, Workable, G-Suite, BambooHR, ADP, Workday, Paylocity, Namely, Montrose, Concur, Deltek Costpoint, E-Verify, HireRight, confidentiality, compliance, investigations, auditing, onboarding, benefits, recruitment

Languages: English (fluent), Filipino (conversational), Spanish (conversational), and Russian (beginner)

SOFTWARE ENGINEERING EXPERIENCE

Software Engineering Immersive | *General Assembly* | *Remote*

June 2023 - September 2023

[The Foodie Files](#) | *Full MERN-Stack Developer*

- Crafted a user-friendly User Interface, optimizing performance and ensuring seamless data flow
- Leveraged automation tools to enhance testing efficiency and conducted comprehensive tests to identify and resolve bugs in the system.
- Effectively tackled complex technical challenges, including database optimization, real-time updates, and authentication through the utilization of MongoDB, Express, Node.js, and React.

[Outings and Occurrences](#) | *Full-Stack Django Team Project*

- Effectively identified and resolved issues to optimize application reliability and user satisfaction.
- Maintained comprehensive project documentation, encompassing design rationale, user guides, and technical documentation through Python, Javascript, CSS, HTML, and PostgreSQL.
- Documented seamless integration of Google Maps API for event location visualization, streamlined team collaboration, and knowledge sharing.

[Collection of Confections](#) | *Full-Stack Developer*

- Enhanced security by implementing OAuth authentication and custom authorization.
- Improved user engagement with a polished user interface using EJS templates and CSS.
- Streamlined operations by enabling seamless CRUD operations using Node.js, Express, and MongoDB.

[Spaceman](#) | *Front-End Developer*

- Organized and displayed thematic visual aspects of the game using HTML, CSS, and JavaScript.
- Created wireframes and attributed pseudocode for efficient development.
- Ensured code quality through frequent Git commits during the project.

PROFESSIONAL EXPERIENCE

Akima, Herndon, VA

June 2021 - December 2022

HR Compliance Coordinator

- Supported audits, ensuring stringent compliance through Deltek Costpoint and the company intranet portal with investigators for background checks.
- Managed I-9 process through E-Verify, ensuring meticulous record-keeping of over 10,000 employees.
- Provided tier-one resource support to staff and management to ensure compliance qualifications were met through the company intranet resources, other HR tools, and guides on a daily basis.

Techflow, Remote

August 2020 - June 2021

Recruitment Coordinator

- Managed candidate workflow in the full-cycle recruitment cycle through these Applicant Tracking Systems (ATS), including Taleo, CareerArc, JazzHR, Lever, and Workable, reducing time-to-hire by 20%.

- Provided timely communication and updates to candidates throughout the hiring process, along with documentation for onboarding and training, with over 80% conversion to hire.
- Prepared and presented monthly metrics through the ATS database to improve candidate pools and Search Engine Optimization (SEO).

SAIC, Chantilly, VA

* Laid off due to Covid-19 *

March 2020 - July 2020

Recruitment Coordinator

- Provided administrative support to talent acquisition partners, ensuring smooth operations in posting open positions to approved job boards and company careers through Taleo.
- Improved the candidate experience by facilitating seamless travel arrangements through Montrose and coordinated day-of interview logistics for candidates with a basic breakdown of the hiring teams and hiring managers of resumes highlighting qualifications.
- Identified opportunities to enhance scheduling efficiency through ATS metrics.

Chenega MIOS Corporation, Lorton, VA

March 2019 - March 2020

Recruiting Administrator | Coordinator

- Efficiently managed ATS, including Taleo and iCIMS, ensuring accurate job postings and streamlined application processes.
- Led data analysis and research efforts for senior leadership, producing custom reports and metrics to support informed decision-making regarding the Employee Referral Program (ERP), hosting job fairs for roles in popular areas, and more.
- Optimized internal processes for staff transfers between companies, enhancing efficiency and ensuring compliance for 5000+ employees annually.
- Contributed to maintaining accurate employee information systems and upholding data integrity and accessibility within the company database in Costpoint.

ScienceLogic, Inc., Reston, VA

January 2019 - March 2019

Contract Human Resources Coordinator

- Optimized data handling processes by organizing and maintaining employee electronic records using Namely and Greenhouse, ensuring data security and accessibility.
- Ensured strict compliance with I9 procedures through HireRight, safeguarding sensitive information to ensure data security.
- Efficiently addressed tier-one employee inquiries concerning Corporate Social Responsibility (CSR) events, benefits, onboarding, travel with Concur, and redirection within their respective departments.

REED, Inc., Leesburg, VA

October 2018 - December 2018

Contract Assistant Human Resources Recruiter | Consultant

- Spearheaded the implementation of streamlined recruitment workflows, reducing the time-to-fill positions by 20%
- Collaborated effectively with hiring managers, bridging technical requirements and candidate qualifications, leading to a 15% improvement in candidate quality.
- Identified trends in applicant qualifications, providing insights for more informed hiring decisions and enhancing selection accuracy by 10%.

EDUCATION

General Assembly, Remote

Certificate of Completion, Software Engineering Immersive (SEI)

June 2023 - September 2023

Virginia Commonwealth University, Richmond, VA

Bachelor of Science, Psychology

August 2014 - December 2016

Northern Virginia Community College, Annandale, VA

Associate of Science, General Studies

August 2012 - December 2016

- Dean's List, June 2013