

Select Professional Achievements:

- **CODE Louisville and KCTC Nursing Department**
Discovered a dire need to create an afterhours lab extension that enabled students to receive help, ask questions, work on projects, kept their mindset in the workflow, and maintained the momentum needed to complete assignments.
> **Took ownership of creating the afterhours lab extension which provided students with guidance, workshops and lab environment needed to resolve issues and accomplish goals.**
- **RockIT Women**
Online platform "Event Combo" needed customization to enable organization to use it effectively.
> **Took ownership of creating special features by inserting custom CSS and JS (Dynamic content) in the refund policy area. This initiative fulfilled the organization's needs that didn't exist in the "Event Combo" platform.**
- **Ops Plus**
A unified system in the gas construction department was needed to improve communication with plumbers, construction crew, and customers.
> **Took ownership of developing a daily log database in Microsoft Access and SQL software. In under a week, the department was able to use the fully functional database to communicate with internal and external partners.**

Qualifications:

- Ability to work with technical, project and business users to meet all front end and database development needs.
- Ability to organize and work independently, to define problems as they arise, and to recommend and implement or discuss alternative solutions.
- Good human relation skills to work with many different types of individuals on a day-to-day basis, to lead, take direction and work effectively with them.
- Knowledge of the theory, principles, and practice of database design, developments, data structures,
- Knowledge of database administration and configuration.
- Experience in complex data analysis to develop customer solutions.
- Working knowledge of Microsoft SQL Server and tools.
- Working knowledge of Microsoft SQL Server Integration Services.
- Working knowledge of SSIS.
- Working knowledge of backup software
- Ability to learn Microsoft SQ: Cluster
- Knowledgeable of networking configurations
- Working knowledge of Microsoft Windows and Linux operating systems.
- Working experience with vendor software conversions, integration, and testing.
- Working experience with data processing, hardware, and software concepts.
- Working experience training in IoT, Office 365, Basic Computer/Technologies.

Work Experience:

Optum | United HealthCare, Plymouth MN

09/2022-current

Claims Processor

The main responsibility is being highly organized and detail-oriented. Experienced in accurately processing healthcare claims while ensuring compliance with industry regulations and company standards. Skilled in reviewing and analyzing claim documents, verifying eligibility, and resolving discrepancies. Proficient in coding, data entry. Excellent communication with the ability to effectively interact with team members. Adept at multitasking in a fast-paced environment. Committed to maintaining a high level of accuracy and integrity in claim processing.

• **Software Development:**

- HTML
- CSS Grid
- Flexbox
- JavaScript
 - * JavaScript Object Notation (JSON)
- Bootstrap Framework
- React.js (currently learning)
- Amazon Web Services
 - * S3
 - * EC2
 - * Route 53
 - * Relational Database Service (RDS)
 - * Private/Public Access Keys
 - * Microsoft Access Database
 - * Microsoft Suite
 - * Office 365 Administration/Domain
- SQL Server Migration Assistant (SSMA)

• **Software Tool Development:**

- Nursing Eval Tool (NET) Proprietary
- GIT
- VS Code

• **Software Capabilities:**

- Command Line Interfaces
- Recovery and Reinstalling of Operating Systems (Windows/MAC)
- Resolving Repository Conflicts
- Front-End Customization
- Back-End Servers
- Process Improvements
- Database Software Integrations
- User Experience and Integration

Project Interests:

- Block Chain Databases
- Supply Chain Logistics
- Computer Refurbishment and Distribution

Professional Attributes:

- Excellent Human Relation Skills
- Customer/IT Team Liaison
- Natural Investigator
- Consummate Trainer

• Core Competencies

- Integrity
- "Just in Time" Learner
- Productivity and Efficiency Mindset
- Big Picture Thinker
- Problem Solver
- Collaborator
- Critical Thinker
- Conflict Resolver
- Contributor
- Communicator
- Consultative
- High Achiever
- Project Ownership
- Results Driven
- Strong Listener
- Self Managed Professional
- Team Builder/Supporter

"Errin has been in several of my programming classes and has done very well in all my classes. She has developed excellent problem-solving skills and has become a model programmer. Errin's computer proficiency includes a knowledge of SQL, JavaScript, Java, C++, C#, and Visual Basic. She is also very knowledgeable with the Office Suite.

In additional to developing her programming skills, Errin has developed good employability skills. She always submitted her assignments on time, and she developed good rapport with her instructors and other students in the program. Errin works well without supervision. She is a fast learner and has developed excellent communication skills.

She also took part in an independent study course in which she designed a database application for faculty and students to log clinical in the Nursing Program. This project has required Errin to utilize many of the concepts that she has learned from her programming classes as well as from the database management class that she took from me. Her work is very impressive. She has volunteered to continue further development of this database to make it a very useable tool for the nursing program.

Errin is also serving as the student rep. on the Computer & Information Technologies Advisory Board. In this role, Errin has provided the Computer & Information Technologies program with valuable feedback on the program and has interacted very well with the employer representatives that are on this committee."

Robert Riedling, Professor of CIT Program
Jefferson Community & Technical College
Louisville, Kentucky

RockITWomen, Louisville, KY

07/2019 – Current

Front-End Developer

Attended a "Women in Technology" conference and discovered an opportunity to be involved. Started out as a research volunteer and then brought on as a staff member which led to the Front-End Developer position. Created online venue for the organization using "Event Combo" platform coupled with career, and other online projects. Currently working on another developer phase in "Square Space" hosting platform.

Code Louisville, Louisville, KY

08/2019 – Current

FEWD Mentor

Responsible for teaching students' front-end development. As a mentor, I focused on helping students learn critical soft skills. Students are encouraged to use wireframe in the planning process, coupled with, Mobile-first, CSS Grid, Flexbox layouts and JavaScript current trending techniques.

KCTC, Louisville, KY

01/2020 – 05/2020

CIT Lab Supervisor

Managed the activities of the CIT lab which included 15 – 20 students. Ultimately responsible for students successful learning experience.

Kentucky Center for the Arts, Louisville, KY

02/2010 – 09/2010

Account Receivables/Payables Clerk

Processed receivables, paid invoices, reconciled checkbook, made bank deposits, balanced journals and ledgers. This was a bonded position.

Tom Drexler Plumbing, Louisville, KY

05/2009 – 11/2009

Collections/Computer Technical Contractor

Hired on as a collections agent by staffing agency to bring company up to date on receivables dating back twelve months, updated QuickBooks, set up customer payment plans, and organized files. After three months, company bought my contract and was promoted to Computer Technician. Charged with setting up new software program (ESC) and converting parts and supplies data into new system.

Louisville Gas & Electric – Todays Staffing, Louisville, KY

01/2007 – 01/2008

Database Developer/Clerical/Administrative

Consulted with executive management and staff on the development of a user - friendly system for indexing and tracking files within the Rates and Regulation Department, developed the R&R File Directory database and trained users, and collaborated with IT to set up network for file directory including maintenance and backup.

Ops Plus, Crestwood, KY

02/2005 – 11/2006

Record Administrator

Dispatched gas construction jobs and disseminated technical data and specs for work crews, plumbers and individuals installing gas lines. Developed database.

Education:

Jefferson Community and Technical College (KCTC)

2020

- **Associate Degree of Applied Science (CIT-Programming Track)**

Code Louisville

2015

- **Certificate** Front End I Back End Development

Certifications:

A+ Prep I Net+ Prep I Computer Tech Basic

2019