

Kayla Dong

Oakland, CA, 94612 | 520-818-8568

kayladong.dev@gmail.com | <https://www.linkedin.com/in/kayla-d-1a64a5b8/> |
<https://github.com/kayladong229>

Coding bootcamp graduate and Web Developer (Full Stack | MERN)

SKILLS

React.js, Git, JavaScript, MySQL, REST APIs, HTML, CSS, Github, Heroku, Express.js, Node.js, Model-View-Controller (MVC), Handlebars, jQuery, Bootstrap, Bulma, Sequelize, NoSQL, Progressive Web Applications (PWAs), MongoDB, MERN Stack, Apollo, GraphQL

PROJECTS

Portfolio - <https://kayladong229.github.io/react-portfolio/> Oct 2022 - Present

- **Frontend Development in React:** Assembled a single-page mobile-responsive portfolio with multiple tabs by creating reusable and styled components.
- **Backend Development in React:** Integrated EmailJS functionality into the form under the Contact tab to enable email sending.

Primary Keys Rentals - <https://primary-keys-rentals.herokuapp.com/> Sep 2022

- **Backend Implementation:** Created all the files for the server, models, database and controllers using technologies such as Sequelize, Express, Node and MySQL.
- **MVC Integration:** Contributed to the design of the partials using Handlebars which appear on the main page after logging in.

EXPERIENCE

Revenue Cycle Analyst Oct 2018 - Present

Kyo Autism Therapy, Daly City, CA

Provides ABA (Applied Behavioral Analysis) treatment to children on the autism spectrum

- Participated in the collection of over \$200k daily in insurance payments and patient responsibility. Also trained other team members on how to record payments made electronically or by paper check.
- **ERA List Integration:** Pioneered the usage of the ERA list in CentralReach to record payments made by insurance companies, which decreased recording time by 60%
- **Credit Cards:** Applied charges to virtual insurance cards and patients' credit cards, up to \$50k daily
- **Data Entry:** Logged in to the company's DocuSign account to check for and fill in new credit card entries to patient files in accordance with HIPAA. This reduced the number of attempts needed to follow up with families regarding missing or declined credit cards
- **Customer Service:** Provided support through both email and phone to families and other professionals such as social workers

EDUCATION

Bachelor of Arts (B.A.) - Music

Aug 2014 - May 2018

University of California, Berkeley, Berkeley, CA

LICENSES & CERTIFICATIONS

Full Stack Web Development Certificate

2022

University of California Berkeley Extension