

Lynde Wright

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Junior Web Developer

Driven professional with strong leadership experience, offering a rare blend of technical aptitude and customer relationship skills.

Highlights of Qualifications

- Able to translate complex technical data and present information in a clear and concise manner.
- Accustomed to working in team-based environments that require collaboration and consensus-building skills.
- Organized and diligent with well-developed communication, interpersonal, and presentation skills.
- Motivated to continuously learn and improve.

Technical Skills

Systems: Microsoft Windows, Mac OS, iOS, Chrome OS
Software: Microsoft Office (Word, Excel, Power Point, Outlook), Google Docs, Google Spreadsheets, Google Slides, STAR, GUI, and coursework in Google Analytics
Languages: Coursework in Python, HTML5, CSS3, and JavaScript
Databases: Tele-Track

Relevant Experience

Career Break Jun 2010-Current

Eastside Timbers Team Manager

- Organized club events for staff, families, and team members, promoting unity and spirit.
- Facilitated communication between coaches and families, creating more efficient processes.

MVCC Women's Ministry Leader

- Planned study group agendas and facilitated group meetings along with monthly events.
- Managed social media account and contributed to membership growth by promoting programming and building relationships.

Corbett Parent Teacher Association Volunteer

- Worked to create opportunities for parents and students to be involved in the school.
- Organized and worked alongside parents and volunteers for the jog-a-thon, generating over \$30,000 annually.

Providence Milwaukie Hospital

Access Services Supervisor Feb 2008-Jun 2010

- Co-Led pilot that reduced instances ambulances were diverted by 73%.
- Established common practices amongst team leading to dissolution of specializations and the cross-functionality of employees, creating a highly adaptable and motivated team.

- Led a senior leadership request for a department reorganization and effectively saved 8 positions amid mass layoffs, resulting in a more efficient organization.
- Led a team of 25 cross functional employees.
- Completed registration and insurance audits to screen for and catch errors and completed financial and documentation reports leading to financial recovery.
- Coordinated with mobile dental unit to provide needed dental services to uninsured and underinsured patients while maintaining compliance with federal policies.
- Researched, designed, and followed through with Lean initiative that improved certain ER patient visit times to 30 minutes.

Providence Portland Medical Center

Interim Access Services Supervisor II

Aug 2007-Feb 2008

- Provided supervisory relief in the absence of management by scheduling staff, managing payroll, and managing vacation requests, ensuring a smooth transition.
- Wrote staff meeting agendas, led meetings, and kept meeting minutes.
- Assisted with onboarding and trained new team members.

Bed Placement Coordinator/ Lead Registrar

Jun 2005-Feb 2008

- Coordinated patient flow and movement throughout a 483 bed hospital.
- Managed the patient placement database, Vocera tools, registration software, and a multiline telephone system simultaneously, while remaining composed and collected.
- Worked alongside a programming team to test a new graphical user interface electronic medical record program for quality assurance purposes before leading the role-out and training of the new system.
- Earned title of “Krono’s Superuser” in order to train team members on new time clock and payroll system.
- Led daily charge meeting and put plan into place to prioritize and expedite patient discharges, ensuring that essential staff were invested in the patient movement process.

Registrar On-Call/Part-Time/Full-Time

Jun 2002-Jun2005

- Maintained accuracy rate of over 99% in patient identification and insurance verification, exceeding expectations by over 4%.
- Initiated a Birthday Committee and Co-Led an Employee Satisfaction Committee, leading to improved morale and an increase in employee satisfaction scores.
- Greeted and directed patients and visitors in a kind, efficient, and compassionate way.
- Completed patient registrations by obtaining accurate demographic information in a timely and courteous manner.
- Ensured HIPPA and Medicare compliance was met and followed up on necessary documentation.

Education

Full Stack Web Development Boot Camp Completion in May 2018

PDX Code Guild

Front End Web Development Coursework

Udacity

Lean Process Improvement

Portland Community College

Completed 2.5 years toward B.A. Business Administration

Portland State University