

# Monique Houston

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[LinkedIn](#)

## PROFESSIONAL SUMMARY

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Detail-oriented, problem solver with previous experience as a Technical Account Specialist. I am interested in attaining a career that will allow me to excel and highlight my previous work experience.

## TECHNICAL SKILLS

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**W3Schools JavaScript Certification** (in progress; expected date of completion [07/2023](#))

- HTML
- CSS
- Bootstrap
- Git
- Git Hub

## WORK EXPERIENCE

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February 2023- July 2023 (*in progress*) | **Generation USA - Junior Web Developer Program**

### **JUNIOR WEB DEVELOPER**

- Participating in a 22-week, 350+ hour Junior Web Developer program that emphasizes hands-on practical application.
- Learning fundamentals of JavaScript, HTML, CSS, programming fundamentals, developer tools, git, and problem-solving.

July 2022 – Present | Luna Care Physical Therapy | Rocklin, CA

### **CREDENTIALING SPECIALIST**

- Credentialing Physical Therapists with insurance payers to join the organization's platform.
- Reviews Physical Therapists credentialing files and works with Therapists to obtain the necessary documentation for onboarding.
- Identifies expired documentation to assess next steps for Physical Therapists on the platform. (I.e. closing/pausing accounts if documents are not received on time)
- Documents all correspondence regarding Physical Therapists, and updates files accordingly.

September 2016 – July 2022 | UCP/United Cerebral Palsy | Sacramento, CA

### **ACCOUNT MANAGER/TECHNICAL SPECIALIST**

- Created app wireframes for Software. Comparing apps and gaining perspective on which features app should have added to create a better user experience for clients.
- Created tutorial videos for training purposes to assist clients who purchased software.
- Conducted live demos with Marketing Director.
- Re-writing manuals on updated changes to software.

## EDUCATION

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Generation USA – Web Developer Program – 02/2023 - *Present*

Sacramento City College, Business Administration, 2005, 2012