

# Michele Zhang

Software Engineer

phone 917.436.2836

[michelezhang98@gmail.com](mailto:michelezhang98@gmail.com)

[Portfolio](#)

[LinkedIn](#)

[Github](#)

## SKILLS

Ruby, Rails, JavaScript, Mongo, Node.js, Express, React.js, Redux, SQL, PostgreSQL, Git, HTML5, CSS3, AWS

## PROJECTS

### peepoHungry

[Live Site](#) | [Github](#)

A Yelp inspired application using: Rails, PostgreSQL, JavaScript, React / Redux, Webpack, Amazon S3, HTML5, CSS3

- Utilized React/Redux to build interactive and responsive user interfaces, enhancing the user experience
- Implemented filtering functionalities, allowing users to find businesses based on specific criteria
- Incorporated Amazon S3's data storage infrastructure to upload and retrieve files, benefiting from its data scalability and capacity, resulting in improved page-load performance

### AniView

[Live Site](#) | [Github](#)

A JavaScript data visualization showcasing Anime show data using: JavaScript, HTML5, CSS3, Jikan API, D3.js

- Utilized D3.js to create dynamic graphs, allowing users to view show details in the sidebar
- Implemented HTML SVG to dynamically render graphs using data fetched from Jikan API

### FitOn

[Live Site](#) | [Github](#)

A social media platform to track fitness goals and progress using: MongoDB, Express, React / Redux, Node, HTML5, CSS3, Chart.js

- Collaborated with team of 3 engineers, utilizing efficient git and pull request workflow in order to minimize potential merge conflicts
- Implemented user authentication and authorization features, ensuring secure access and protecting sensitive user information

## EXPERIENCE

### Human Resources Associate (Temporary)

APG Asset Management US Inc. (via Green Key Solutions LLC), Jun 2022 - Sept 2022

- Lead full cycle recruiting process including editing job descriptions, posting jobs externally, interacting with headhunters, screening resumes, scheduling interviews, and booking conference rooms
- Provided general administrative support to the HR function, including performing file audits, maintaining accurate and up-to-date human resource files, records, and documentation, and preparation of offer letters and other HR documents
- Prepared, collected, and entered documentation into ADP Workforce Now and ESynergy for new employees
- Provide administrative support including processing bills and making changes to benefits coverage and addresses

### Peoples Operation Coordinator/Finance Associate

HR Management Group Inc., July 2020 - Feb 2022

- Supported corporate and field recruitment process via sourcing, screening candidates, and running reference checks
- Coordinated a high volume of phone and fully virtual interviews for candidates for the growth of 50+ restaurant locations for Hook & Reel Cajun Seafood and K-Pot Korean Hot Pot & BBQ
- Created travel itineraries for corporate and field team members including airfare/hotels/transportation
- Provided administrative support to over 100+ on and off-site employees
- Assisted with expense reports and payroll processing via SurePayroll
- Managed bookkeeping tasks for 3 entities, including data entry for accounts payable, accounts receivable, all reconciliations for bank statements and credit card statements on QuickBooks Pro and Online

## EDUCATION

App Academy - Immersive software development course with focus on full stack web development (June 2023)

Binghamton University, State University of New York - Bachelor of Arts in Mathematical Science and Economics (Spring 2020)