

Jakub Oh

**Education:**

- Boston University January 2021-Current  
Master's Degree in Software Development
- California State University of Fullerton, Fullerton CA Graduated May 2017  
Bachelor of Arts in Radio-TV-Film  
Bachelor of Arts in English

**Skills:**

- Adept- Capable of learning new information and honing new skills to produce maximum efficiency.
- Compartmentalization: Ability to stay focused and get the task done in a quick-paced manner.
- Perseverant: Steadfast and determined to resolve an issue in an impartial way.

**Work:**

Ad.IQ Internship January 2018 –August 2018

- Created 9-12 SEO websites that helped a business garner more attention on Google.
- Constructed a brief summary of how to effectively target consumers.
- Designed, edited, and incorporated aesthetic photos on Adobe and Photoshop.

Accurate Background October 2018 – December 2018

- Proficiently learned how to enter data and fix an international employee's application.
- Typed in 85 wpm.
- Analyzed various identifications (such as photo ID, birth certificate) as well as verifying home address and occupancy in an efficient manner.

Debt Specialist February 2018-December 2019

- Helped consolidate unsecured loans for qualified candidates, and guided them with a financial option of reducing their debt for one low monthly payment.
- Empathized with client with regards to the financial hardship that he/she expressed and found different solutions to better assist him/her.
- Utilized excel spreadsheet to calculate and budget to find resolutions on how to effectively minimize one's debt.

Claims Analyst February 2020-Current

- Processed and analyzed health insurance claims by using multiple software systems such as UNET, COMET, WebEx, and medical terminology to accurately send out payments to the correct provider.
- Memorized medical diagnostic codes in order to identify the claim and process them accordingly.

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