Kevin Toh

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Work Experience

Caltrans   Los Angeles, CA
Contract Analyst   *May 2021 – Current*

- Tracked and measured 10 different contractors' performance related to work progress, communication, and results to evaluate performance for future development projects
- Developed and maintained the agency's database containing data from over 100 contracts; adapted database for new contract types and expanded standard procedures for special use cases, such as deferral payments, for new employees

US Forest Service   Albuquerque, NM
Financial Analyst   *January 2020 – March 2021*

- Gathered, researched, and analyzed data from internal computer systems and databases to provide actionable insight to management and complete customer requests using proper corrective actions
- Monitored and tracked funding in over 1,500 travel documents for accounting codes and resource allocations to guarantee proper funding is used in the appropriate setting
- Assessed and processed over $10MM in invoices; ensured all processed invoices were compliant with contract specifications and aligned with the agency's current policy

Open Bank   Los Angeles, CA
SBA Loan Officer   *August 2018 – November 2019*

- Underwrote different types of SBA loans including business transactions, real estate purchases, construction/set-up, refinance, and special purpose property; exceeded yearly targeted quota by approving 21 loans totaling $15MM
- Generated reports on Excel, Word, and SAP CRM tools to analyze industry health and identify potential risks while optimizing loan process through creation of standard templates

Projects: See GitHub (/tohkev)

Find Me: Implemented a full stack web application using the MERN stack to build a social media travel site which allows users to sign in and share locations with their friends and other users.
Meme Generator: Built a meme generator with React which fetches images from the Imgflip API to allow users to create custom meme images.

Skills

Languages: JavaScript ES6, HTML5, CSS3, Python
Libraries/Frameworks: React, Bootstrap, Express
Technologies: Git/GitHub, VS Code, Microsoft Office Suite, NodeJS, MongoDB
Skills: Data Structures & Algorithms, Agile

Education

The Web Developer Bootcamp by Colt Steele   Online
Udemy   *Apr 2020 - Jun 2021*

University of California, Riverside   Riverside, CA
Business Administration, Finance   *Sep 2014 - June 2018*