

**Jenny Menase**  
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I am looking to start a career in computer technology. I spent several years in accounting, management, and process improvement. I took software classes to increase my technical depth and am looking to move into an analyst or technical position where my attention to detail and creativity can help a company and colleagues maximize their potential.

## **Core Technical Skills**

	<b>Proficient</b>	<b>Exposure</b>
<b>Languages</b>	Java, Powershell, Bash	JavaScript, Python
<b>Frameworks</b>	Spring, Spring Boot	AngularJS 1.x, Node.js, jQuery
<b>Markup/Tag -Languages, Data Formats</b>	HTML5, CSS3	JSON, XML, Maven, Gradle
<b>Databases</b>	SQL	MongoDB
<b>OS Platforms</b>	Windows, Linux, OS X	
<b>Protocols</b>	HTTP	
<b>Strengths</b>	Analytical, Focused, Flexible, Communicative	
<b>Other Tools</b>	Git, Amazon Web Services, Google Analytics, J-Unit Testing and TDD	

## **Professional Experience**

US Anesthesia Partners  
Greenwood Village, Colorado

December 2012-September 2016

Lead Payment Posting Specialist

I started at this company doing data entry and worked my way up into payment posting and a leadership role. I interviewed, mentored, and trained new employees throughout two mergers.

- Created workflow manuals
- Worked with management to integrate two dozen employees over the course of four years
- Used Microsoft Excel to create detailed analytic reports for monthly finances

The Ellison Medical Foundation  
Bethesda, MD

March 2010 – November 2012

Grants Administrator

I helped to process grants applications from researchers who wished to receive funding for aging research.

- Designed organizational systems for 400+ applicants yearly
- Maintained files for over 600 total awardees
- Tracked institutional assurances and reports for current awardees
- Created a database of all projects from 1999 through 2012

## **Education**

University of Maryland, College Park: B.A., Spanish Languages, Literatures, and Cultures (May 2009)  
Skill Distillery Java Coding Bootcamp, Denver, CO (October 2016-February 2017)