

SUMMARY

Certified full stack web developer with a business background and experience in office operations of multiple industries, retail management, as well as process improvement for sales and last-mile distribution. Heightened adaptability and ability to work well under pressure honed by various fast-paced environments. Seeking to further skillset and opportunities to create web applications to fit business and user needs.

EDUCATION

Certificate in Full Stack Web

Development | CareerFoundry

Jan 2024 - Aug 2024

600+ hours project-based online bootcamp

B.S. in Business | Northeastern University

Sept 2015 - Dec 2018

GPA:3.8 | Magna Cum Laude

Management | Supply Chain/Operations Mgmt

SKILLS & TOOLS

Front End Web Development

- HTML, CSS, JavaScript, TypeScript
- Frameworks/Libraries: React, Bootstrap, Angular, jQuery, Redux, Material, Recharts
- React Native, Expo, Android Studio
- Testing: Jest, Puppeteer, Cucumber
- UX/UI (user stories, flow)

Back End Web Development

- Python & Django
- Node.js & Express
- APIs (JSON, RESTful, Postman)
- Database (MySQL, PostgreSQL, MongoDB, SQLite3, Firebase)
- Hosting/Web Services: AWS, Google Firestore, Heroku, Netlify, Koyeb
- QuerySet, pandas, matplotlib
- Cloudinary & WhiteNoise

Others

- Git Version Control
- Microsoft (Excel, Word, PowerPoint) Office & G-Suite
- Business (Softdent, Clicktime, Kronos)

LANGUAGES

- English
- Chinese (Cantonese, Mandarin, Taishanese)
- Korean

WORK EXPERIENCE

Senior Office & Patient Coordinator

San Bruno Ave Dental Group

Jan 2021 - Present

- Oversee effective daily operations of a team of 5-9 administrative staff, 11 dentists, and 3 hygienists to meet productivity goals
- Consult and coordinate needed care with patients and insurance to ensure accurate calculations and treatment planning
- Communicate with insurance, dental laboratories, and carriers to facilitate timely case fabrication, delivery, and claims payment

Assistant Store Manager

Sherwin Williams

Jan 2019 - Dec 2020

- Placed stock orders and merchandized storefront with the help of financial reports to effectively grow sales and minimize costs
- Coordinated staffing schedules and trained staff to promote productivity and provide an excellent customer experience
- Generated leads and built strong relationships with contractors to build a solid customer base and promote return business

Project Management & Operations Co-op

Third Sector Capital Partners

Jan 2018 - June 2018

- Fully led a firm-wide transition to a new web conferencing platform to increase user satisfaction and cut costs
- Planned and coordinated transportation logistics for the smooth execution of a firm-wide event across SF and Boston offices
- Managed office supplies inventory to promote team productivity
- Drafted new guidelines to increase team work schedule flexibility
- Scheduled case interviews in support of recruiting efforts

Direct Store Delivery (DSD) Excellence Co-op

Bimbo Bakeries USA

Jan 2017 - May 2017

- Collected and analyzed data to identify root causes for high return routes and implemented actions to improve this metric
- Modeled sales forecasts to recommend a sales promotion plan

Retail Sales Associate

Service Systems Associates

May 2016 - Aug 2016

Leadership Assistant, Program Assistant

California Lawyers for the Arts

May 2013 - Aug 2016