TRAVIS TURK

Turkosaurus

www.turkosaur.us

he/him

EXPERIENCE

Support Specialist, Payroll & Hire | Restaurant365

March 2021 - current

- Remote
- Authored primary internal technical documentation for white-label support team
- Provided empathetic, authoritative, text-based technical support
- Refined processes and standards as team grew from 1-4 members
- Initiated security-focused SOPs for user permissions and authorizations
- Customer Satisfaction: 99% positive, 1% neutral, 0% negative

Executive Project Manager | ELM Restaurant Group (24 Diner, et al.)

- March 2019 June 2020
- Austin, Texas / Remote
- Maintained IT and financial reporting systems for executive team and 5 restaurants
- Led rollout of POS systems change in 3 restaurants (Aloha > Toast)
- Maintained and updated POS systems, user accounts, and devices

Assistant General Manager | 24 Diner (ELM)

- **August 2015 March 2019**
- Austin, Texas
- Delivered weekly financial analysis of revenue trends, cost of goods and labor
- Coordinated annual SXSW events: staff, permits, orders, and equipment
- Oversaw \$25,000 in weekly perishable food purchases, maintaining food cost < 30%
- Consolidated and processed all weekly accounts payable items
- Ensured accurate and timely biweekly payroll submission
- Coordinated facilities maintenance and regulatory compliance
- Trained and supported leadership team for a 24 hour operation

PROJECTS

Inventory and Production Management | Nailivic Studios | 📢 | 🏶



- **i** June 2021 November 2021 (v1.0.0)
- Flask + PostgreSQL
- Enterprise resource planning through inventory and production management
- Projections import from Square or Shopify sales via csv
- Backup or upload of inventories through csv
- On the roadmap: remote inventories and automated Shopify integration

Information Service | METAR by SMS | 😯 | 🏶



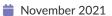


October 2021

- Flask + Twilio
- Provides current airport weather meteorological reports (METAR)
- Integration between Twilio, my application, and the Aviation Weather Service
- Utilizes regular expressions (RegEx, re) to parse incoming requests
- Available for all K prefixed airports

Data Utilities CSV Tools | 😯 | 🏶





- Flask + csv
- Secure, personal web-based portal for csv data manipulation
- Sanitize or correct misconfigured third-party data
- Ensure filetype uniformity

SKILLS

Project Management

Jira | Trello | Monday

Asana Discord Slack

Asana Teams

Technical Writing

Confluence Markdown LaTeX Checklists

Web Technology

HTML JavaScript CSS Flask | PostgreSQL Python Bootstrap SOLite Linux CLI Git Heroku Twilio

Financial Analysis

Profit & Loss **Budgets** Projections Reconciliation Bookkeeping Payroll

Payroll Systems

Paychex HR Alliance

EDUCATION

Computer Science

= 2020 CS50 et al.

EdX + Harvard

Bachelor of Arts

2010 Philosophy University of North Texas

HOBBIES

musician cyclist pilot gardener birder ttrpg player SCUBA barista sommelier cat parent