

PROJECT COORDINATOR OF INVENTORY AND LOGISTICS PROJECT COORDINATOR OF INVENTORY AND LOGISTICS PROJECT COORDINATOR OF INVENTORY AND LOGISTICS - TEKSYSTEMS Waxahachie, TX Work Experience PROJECT COORDINATOR OF INVENTORY AND LOGISTICS TEKSYSTEMS June 2018 to Present Responsible for ordering, receiving, and shipping equipment to multiple enterprise deployment projects. Proficient use of Service Now to pull asset information and special hardware for implementation into the field. Revamped entire inventory system, logistics shipping, and deployment schedule for EPIC upgrade of hospital systems. Coordinated with vendors for shipping as well as onsite projects of third parties. Including PACS validation of machines for radiology. Specialty software experience with: PACS, RIS, MedHost, Apollo, and SoftLab. TECHNICIAN TEAM LEAD TEKSYSTEMS / SAIC - Dallas, TX May 2018 to June 2018 Lead a team of technicians for troubleshooting, installing, surveying, and managing inventory for deployment projects. Guided a team through two installations, set goals, and finished two months prior to plan end date. DEPLOYMENT TECHNICIAN TEKSYSTEMS / SAIC - Dallas, TX February 2018 to May 2018 Survey hospitals and clinics for devices not in acceptable scope. Install devices, cable manage workstations, and assist field services with daily tasks in addition to upgrading systems. IT ENGINEER TECHNICIAN Amazon.com - Dallas, TX October 2017 to January 2018 Maintain network infrastructure of distribution centers and vendor-flex sites. Assist in the deployment of new facilities ranging from Austin, TX to Kansas City, MO. Lead technicians to complete daily tasks of tickets and meet service level agreements. IT SUPPORT TECHNICIAN Amazon.com - Dallas, TX March 2016 to October 2017 Provide end user technical support for a facility of over 4,000 associates. Including mobile solutions and desktop solutions. Assisted in upgrading the facility from Windows 7 to Windows 10. TECHNOLOGY SALES MANAGER Staples - Nacogdoches, TX April 2015 to January 2016 Lead the EasyTech team through sales and resolving computer issues for customers with the highest satisfaction. Setting daily goals for sales staff and technicians while also ensuring tickets submitted were promptly resolved. EASY TECH SUPERVISOR Staples - Cedar Hill, TX March 2013 to April 2015 Repair customer equipment instore or on customer premises. Ensuring the highest satisfaction and quality always while also

assisting customers with technical questions and sales. TECHNICAL SUPPORT AGENT TELVISTA
March 2011 to October 2011 Assist customers with their Verizon Fios services including internet,
TV, and phone (POTS and fiber). Meet daily metrics and quality checks while achieving a high
resolution no call back percent. Education BACHELOR OF INFORMATION TECHNOLOGY in
INFORMATION TECHNOLOGY STRAYER UNIVERSITY August 2017 Skills Cisco, Networking,
Android, ios, Microsoft office, Excel, Sales, Project Management Links
<http://linkedin.com/in/george-lawton-54b56a3a> Assessments Organizational Skills Expert August
2019 Arranging and managing information or materials using a set of rules. Full results:
https://share.indeedassessments.com/share_assignment/zzadlfpngtauolsj Indeed Assessments
provides skills tests that are not indicative of a license or certification, or continued development in
any professional field. Additional Information SKILLS Conflict Resolution Microsoft Office and
365 Proficiency in Windows OS Proficiency in Android OS Proficiency in Networking Systems
Quick Learner Team Leader Creative Thinker Proficiency in Cisco IOS Proficient in project
coordination

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