KYLE V. POTTER

17 Canfield Road

Seymour, CT 06483

1(203)-888-0497

KPotter2005@gmail.com

**Experience**

* Windows XP & 7, Microsoft Office 2010, Mac OS-X
* Mobile Phones
* Application support and project managed: GE Perinatal, GE Viewpoint, McKesson Peri-Op ORSOS, Centricity Enterprise, PACS Radiology
* Build or repair computers.
* Data Management

**Employment History**

**2011 – 2012 / Nurse Assistant**

Village At East Farms, Waterbury CT

* Obtained basic vital signs.
* Assisted with activities of daily living.
* Administer select medications.

**2005 – 2009 / Clinical Analyst**

Saint Vincent’s Medical Center, Bridgeport, CT

* Provided technical and analytical support for project teams and a variety of departments (OR, Ambulatory, Wound Care, Lab, Radiology, Labor & Delivery, Ancillary, Respiratory, Pulmonary, Physical Therapy, Occupational Therapy, Speech Therapy, Cardiac Rehab and Pastoral Care).
* Project plan, develop or implement new software/upgrades.
* Served as a liaison between IT department and clients.
* Troubleshoot and resolve technical issues.
* Collaborated with vendors to meet client goals.
* Assist with build and support for Hospital Information Systems.
* Provide documentation of processes, procedures and analytical findings.

**2005 – 2005 / EDI Systems Internship**

Tyco Healthcare, Norwalk CT

* EDI Systems internship.
* Fixed order errors in EDI Interface.
* Create knowledge base for errors.

**1996 – 2005 / Phlebotomist**

Hospital of St. Raphael’s, New Haven, CT

* Obtained specimens by venipuncture.
* Computer documentation.
* Supervised and trained phlebotomy staff.

**1993 – 1996 / Phlebotomist**

LabCorp Of America, Bridgeport CT

* Obtained specimens by venipuncture.
* Computer documentation.
* Supervised and trained phlebotomy staff.

## EDUCATION/CERTIFICATIONS

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## Certified Nurse Assistant, 2010

## American Red Cross, Waterbury CT

B.S. Computer Science, 2005

Sacred Heart University, Fairfield CT

## Certified Phlebotomist, 1993

## Stone Academy, Hamden CT