

# DAVID E. HALE

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## PERSONAL STATEMENT

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**What I do is take a business process and analyze and redesign it based on what can be automated efficiently, and either personally automate or project manage the automation, then retrain staff and create end-to-end documentation & onboarding material ensuring smooth, scalable solutioning.**

## WORK EXPERIENCE

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### Oscar Health Insurance

New York City, NY

*Operations Analyst (Level 3), Process Design and Tech Strategy*

August 2021 - Present

- **Configurations Analysis:** Charged with uncovering, scoping, and fixing issues in claims adjudication processes. Notable achievements include identifying \$12 million in overpayments across ~120,000 claims due to misconfigured automations and implemented recoupment fixes.
- **Workflow Design:** Scope new workflows, designs and sets requirements for what can/should be automated based on project requirements, and acts as liaison between Engineering, Legal, Contracts, Operations, and other departments to ensure smooth and rapid deployments.
- **Winner of the 2022 Q3 Oscar Hackathon:** First place in Operations Excellence for React App using Regex to identify types of medical codes.
- **Troubleshooting and Issue Scoping:** In response to Medicare audits found cause of mis-adjudicated claims in tech stack, fixed issues, and retrained staff resulting in ~\$500,000 of payment corrections.

### MTA, Transit Adjudication Bureau

New York City, NY

*Data/System Analyst (Consultant)*

November 2020 - August 2021

- **Project Management:** Charged with overseeing all coordination and triaging of MTA IT Projects for all updates to proprietary MTA IT systems. Responsibilities included identifying requirements, defining acceptance criteria, performing QA UAT, documenting, and performing user trainings on the new software updates.
- **Data Analysis:** Designed and built, and maintained both financial and operational reports on the ~30,000 summonses issued/month and their payments using PowerBI, Oracle SQL, and Excel.
- **Operations SME/Superuser:** Performed quality audits to verify data quality and proper processes of both internal users and external vendors.

### Alternative Transportation Systems, LLC.

Boston, MA

*Business Analyst*

June 2019 - November 2020

- Designed and built business processes automations including payroll, employee recertification and testing, and scripted KPI report generation resulting in ~10% reduction of manual office workload. Created, modularized, and modernized, a system of scripts into a source controlled library to serve these automations using Python, ODBC, SQL, JavaScript, and Google Apps Script.
- Designed and deployed an app using Google Apps Script and AppSheet and integrated with Atlassian API to trigger, triage, and track vehicle maintenance and repair work. This app processes over 1,600 data points/day from 50+ users/day, resulting in faster data flow, expediting preventative maintenance actions by up to a month.
- Created a live profitability tracker used by c-suite management to measure operational efficiency, income, and profit margins using SQL, Google Apps Script, Google Maps API, and Google Sheets.
- Automated invoice generation in a scalable trackable, and maintainable practice using a Google Sheets interface, allowing nontechnical staff to configure over 30 different rate types across 80+ contracts in a centralized cloud-based solution, completely replacing the manual billing calculation workflows.

## SKILLS

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Programming: Python, R, JavaScript, Google Apps Script, SQL, BigQuery, Git, Clasp, REST API  
Processes: Issue Triaging, Project Management, UAT & QA, Automation, Documentation, User Trainings, Troubleshooting, Data Analytics

## EDUCATION

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WOOSTER, OH

### College of Wooster

*Bachelor of Arts, GPA 3.5/4.0*

September 2015 - June 2019

Area of Study: Double-major in Mathematics and Philosophy, with Economics Minor  
Scholarship: Melcher P. Fobes Scholarship for high academic achievement  
Honor Societies: Omicron Delta Epsilon (Economics) and Phi Sigma Tau (Philosophy)