**Marcus C. Moore**

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**PROFILE**: Trained and dedicated public health advocate with experience in research, data analysis, and evidence-based approaches to addressing public health determinants and community based research.

**EDUCATION:**

2013-2017 **Xavier University of Louisiana**:

Bachelors of Science Public Health Sciences (05/2017)

Minor in Biology & History

Performed research and epidemiological investigations and analyzed data pertaining to public health (i.e. environmental, genetics, social determinants and biological factors. . . Developed graphs and reports as well as presented outcomes to students/public in various forums.

10/2017-02/2018: **IMED Health Training & Careers:** Medical Billing & Coding Duncanville, TX:

**ESSENTIAL MEDICAL BILLING AND CODING SKILLS**

ICD-10

•CPT

•Medical terminology & Insurance terminology

•Basic Life Support Certified

•HIPAA Certified

•Data entry

•Data management

•Knowledge of EMR systems (Medisoft V.19/Prime Suite)

•Microsoft Office systems (Word, Excel,

Office)

•Medical billing and coding software

•Medicare, Medicaid, and private insurance claims

**TRAINING: Basic Life Support**

**WORK EXPERIENCE:**

**August 2017-Present**: **AmeriCorps Vista/City of Dallas:**

* The program aims to strengthen neighborhoods in the Southern Dallas areas outlined in the Mayor’s initiative.
* Provide neighborhoods with critical community engagement training and will recruit volunteers in service to communities.
* Provide assistance (transportation, logistics, information regarding available aid, etc,) to the Harvey evacuees (located at the Dallas Convention Center).
* Conduct Health Fairs in the Southern Dallas Area

**January 2017-May 2017**: **Public Health Intern/Program Administrator: /Sojourner Truth Community Center: New Orleans, LA.**

* STNC is a community-based center focused on empowerment, opportunity, programming for the resident located in the Treme area of New Orleans.
* My duties included developing programs (healthy eating, nutrition, and exercise/wellness) for the Senior Citizens.
* Arranged for speakers, presentations and cooks to visit the seniors and inform and instruct them on the aforementioned.
* Encouraged and motivated seniors to attend and participate in programming and activities and assisted in the production of a quality monthly newsletter and calendar and Activity Calendar on a timely basis.
* Collaborate with other entities.

**Sept. 2016 – December 2016: XULA Registrar’s Office Assistant**:

* Handled administrative responsibilities.
* Processed transcript requests.

**Sept. 2015- Nov. 2015: Xavier University Louisiana** – **Registrar’s Office: Administration Work Study Student**

* Collected & Processed Prospective Graduate Student Applications, Letters, and Support Materials.
* Also collected and delivered mail
* Performed data processing activities.

**June 2015 - August 2015:** **City Square Food on the Move/AmeriCorps: VISTA**

* Delivering and serving free meals to underserved children (ten apartment complexes throughout Dallas).
* Responsible for engaging underserved kids in games, nutritional educational and enrichment activities.
* preparing the equipment, loading meals onto the van, ensuring the transport of meals to various sites,
* tracking inventory, maintaining the equipment throughout the summer,
* serving meals at each site following USDA and Texas Department of Agriculture regulate

**Oct. 2012-April 2013 – Interned at Williamsburg Nursing Home-Patient Care Assistant**

* Proficient in many patient care duties,
* Taking and recording vitals
* Proper patient transporting methods**.**