

Landon Tally

landonraytally@gmail.com | 1-812-384-7711 | landontally.github.io/portfolio

Summary

Technical professional with a background in remote troubleshooting and customer-facing issue resolution. Experienced in diagnosing technical problems, communicating solutions clearly, and improving workflows through automation and data validation scripts. Committed to providing high-quality support and ensuring positive user outcomes.

Education

Bachelor of Science in Computer Engineering Technology **Graduated July 31, 2015**
Indiana State University – Terre Haute, IN

Technical Skills

Systems & OS: Windows, Linux, VMWare

Hardware/Software Support: Desktops, Laptops, Printers, Phones, AV Systems

Remote Troubleshooting Tools: Email/Inbox Scraping, Data Validation Scripts, Remote Desktop-style troubleshooting

Applications: Microsoft Word, Microsoft Excel, Microsoft Powerpoint, Microsoft Access, Active Directory, Adobe Photoshop, Adobe Illustrator Sony Vegas QuickBooks, VS Code

Programming & Scripting: Python, SQL, R, Bash, HTML5, CSS3, JavaScript, C/C++

Databases: Firebase, MySQL, Supabase

Other Tools: Git, Excel Automation, Cloud Storage Systems, TeamViewer, RemotePC

Professional Experience

Systems Administrator

Bryan Rental, Inc | Bloomington, IN

January 2023 – Present

- Designed and developed a fully responsive commercial real estate website using HTML5, CSS3, and JavaScript, integrating Bootstrap and Leaflet.js to enhance client engagement.
 - Created innovative design solutions for projects including toy designs for Indianapolis International Airport and the Upstairs Pub, coin-operated crane machines, and watch designs.
 - Engineered Python tools to streamline operations through CSV conversions for email migration, inbox scraping for contacts, and Excel sheet validation.
 - Analyzed and maintained a legacy PHP codebase, bolstering system stability and security for a platform with over 20 years of operational history.
 - Devised site maps, floor plans, and promotional signage for commercial properties, enhancing visibility for businesses such as Rita's Italian Ice, the World of Dance, and Lincoln Square Pancake House.
 - Identified opportunities for process improvement, developing advanced Excel templates and Microsoft Office workflows to increase efficiency and reduce errors.
 - Provided proactive IT support and maintenance to ensure smooth office operations.

Administrative Assistant

Boston Scientific | Spencer, IN

October 2021 – January 2023

- Coordinated COVID-19 response by maintaining a comprehensive employee health database and ensuring accurate health data tracking.
- Addressed health-related inquiries, monitored test results, and ensured compliance with internal protocols.
- Organized weekly testing logistics and facilitated clear communication across multiple departments.

Maintenance Coordinator Assistant

Parker Real Estate Management | Bloomington, IN

March 2021 – October 2021

- Engineered a solution to migrate property data from Google Sheets to Firebase, enhancing data accessibility.
- Maintained the integrity of customer and property data within relational databases, ensuring accurate records for all service requests and communications.
- Coordinated maintenance requests, vendor communication, and certificate of insurance tracking.
- Supervised seasonal inspection workflows and mentored temporary staff.
- Supported IT needs by repairing and maintaining office computer systems.

Bioinformatics Researcher

Indiana State University | Terre Haute,

IN January 2018 – January 2019

- Developed an R-based logistic regression model to determine IC50 values for cell cultures, dramatically improving research turnaround time.
- Worked with relational databases and SQL to manage experimental datasets.
- Collaborated with faculty and biology researchers to develop automated analysis tools.

Workshops & Professional Training

- R Programming and Unix/Linux – Dr. Jeff Kinne (May 2018)
- Statistics – Dr. Liz Brown (June 2018)
- Bioinformatics & Machine Learning – Dr. Fuhai Li (July 2018)
- Metabolite-Gene Integration Tools – Dr. Ewy Mathe (July 2018)