

Leo Ashcraft III

EDUCATION

Coding Temple June – September 2021

Python Full Stack Web Development + Data Science Boot Camp

WORK EXPERIENCE

Network Specialist II

Texas Health and Human Services

February 2019 – Present

- Extract and process data from various sources to expedite entry into healthcare software using various programs and scripts. Excel data transformation formulas and methods being the most used.
- Many of the automation scripts I've written have become globally adopted and used throughout the State of Texas Hospital System.
- Manage agency Active Directory accounts, resources and roles.
- Maintain and troubleshoot agency hardware, software and networks including running and terminating cables and drops.

Telecommunications Specialist

Texas Health and Human Services

April 2018 – February 2019

- Design and maintain a massive phone directory using Excel, VBA and Userforms with multiple permission levels for departments to be able to add, update, remove and search for specific parameters.
- Design and install interbuilding intercom communication systems.
- Setup and maintain Avaya Aura VOIP system and equipment.

Contract IT Support

Texas Health and Human Services

April 2017 – April 2018

- Manage agency Active Directory accounts, resources and roles.
- Maintain and troubleshoot agency hardware, software and networks including running and terminating cables and drops.
- Receive and respond to phone calls, helpdesk tickets, and emails from 300+ local campus employees remotely and in person.

Director of Operations and Information Technology

Premier Eyecare

September 2016 – April 2017

- Monitor and streamline employee data entries, ensuring accuracy and productivity within the Electronic Health Records system.
- Oversee daily operations of outsourcing department, ensuring accuracy and quality assurance control for nightly data entry.
- Design and maintain online patient portal to collect data, receive payments and schedule appointments, eliminating the majority of the paper documentation necessary for patients.

Extended work history available upon request.



SUMMARY

Analytical and forward-thinking Intrapreneur offers over twelve years of technical experience; ready to explicate the efficiency of day-to-day tasks, striving to bring new light and creativity to projects and transcend current limitations.

CONTACT



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