

Roger Mullins

Programmer | Writer | Professional Learner

Portfolio and Social Media Links Available @ rdmullins.glitch.me

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EXPERIENCE

Boehl Stopher & Graves, LLP, Lexington, KY — Legal Office Administrator

October 2018 - PRESENT

Oversee daily operations for Lexington location of multi-office insurance defense law firm. Duties include tracking AP/AR, day-to-day HR management, daily review of attorneys' billable hours to ensure compliance with clients' invoicing requirements including task and activity coding. Maintain open communication with corporate office.

Boehl Stopher & Graves, LLP, Lexington, KY — Billing and Database Administrator

September 2006 - October 2018

Oversaw long-term modernization of paper-based legacy billing system to completely online, vastly improving speed of invoicing process. Managed technical aspects of implementation as well as achieving user buy-in; routinely sought user feedback in effort to improve experience. Also directed migration to electronic case management system and maintained resulting database.

EDUCATION

University of Kentucky Gatton School of Business & Economics, Lexington, KY — Master, Business Administration

University of Kentucky College of Arts & Sciences, Lexington, KY Master, History

Pikeville College (Now University of Pikeville), Pikeville, KY Bachelor of Arts, History and English

PROJECTS

Pursuit of Trivia — Web app to accompany a certain trivia board game, using questions from an open trivia API

<https://pursuit-of-trivia.glitch.me>

Hangman — HTML/CSS/JS implementation of the word game

<https://roger-hangman.glitch.me>

SKILLS

HTML5

CSS3

JavaScript

Linux

Python

Git/GitHub

SQL

Bootstrap

AWARDS

Phi Beta Lambda Chapter Website, First Place State

Phi Beta Lambda Business Information, First Place State and National

PUBLICATIONS

"Retro-Writing: DOSBox for Distraction-Free Word Processing." *Pixel Addict* January 2022.

"Zotero for Legal Research and Web Page Archiving." *TechnoLawyer* January 15, 2009.

"Dictaphone Enterprise Digital Dictation Tips." *TechnoLawyer* November 26, 2008.