

# LANDRY ALLEN

## CONTACT ME

### Website:

landrycallen.com

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### Location:

Chesapeake, VA

## SUMMARY

I am a passionately curious individual with a solutions-driven mindset. I am highly organized, detail oriented, self-motivated, and I love learning new technologies and skills. I have excellent communication skills and work well in a group or independently.

## SKILLS

- Advanced in Microsoft & Apple Software suites
- Advanced in Google G suite products
- Linux Systems
- Windows Systems
- Self-motivated
- Effective communicator
- Detail Oriented
- Organized
- Airtable
- Javascript
- Python
- Critical Thinker
- Problem solver
- Creative
- Solutions-driven

## WORK EXPERIENCE

### Telemedicine Process Coordinator - Remote

Premise Link - NJ [Jan 2022 - August 2022](#)

- Coordinated operations between different service providers and field technicians.
- Conducted continuous process improvement for more efficient workflows by using automation to minimize manual tasks, developing and overseeing the rollout of new processes, and creating documentation for these.
- Created automated processes for field technician onboarding, inventory ordering, and tracking in multiple states using javascript and Google Suite tools.
- Created and maintained training programs for new field technicians.
- Tested and set up different programs for business process.
- Led process improvement developed and documented processes for most department wide tasks.

### Owner

Sew Landry Fabrics - Chesapeake, VA [May 2015 - Jan 2018](#)

- Maintained website and daily order transactions.
- Cut ordered fabrics, packaged, and shipped them.
- Managed daily finances, filed taxes, etc.
- Researched and ordered new fabrics and products for the online store.
- Created and maintained business social media accounts with daily postings and advertisements.

### Teller III

Regions Bank - Shalimar, FL [Dec 2013 - Aug 2014](#)

### Retail Sales Consultant

AT&T - Shreveport, LA [Aug 2010 - Aug 2013](#)

## EDUCATION

- **Old Dominion University - Norfolk, VA / 2020 - Present**  
B.S. Cybersecurity - Graduation date: May 2022 - Summa Cum Laude 3.92 gpa
- **Tidewater Community College - Portsmouth, VA / 2018 - 2020**  
Beazley School of Nursing & Main Campus - Earned 66 Credits - 3.98 gpa
- TCC Dean's List First Semester-2018
- TCC President's Honor Roll 5 semesters - 2018-2020
- Phi Theta Kappa Honor Society Induction - 2018
- ODU Dean's List 3 semesters