JOHN WITT

BUSINESS AND TECHNOLOGY PROFESSIONAL

Canton, TX | 903.245.1840 | john.v.witt@gmail.com | linkedin.com/in/johnvwitt1836

PROFESSIONAL PROFILE

Proven talent for aligning business strategy and objectives with established technology implementation and systems management paradigms to achieve maximum operational impacts with minimum resource expenditures. Sought for superb analytical skills, with the ability to solve challenging problems using a combination of industry standards and cutting-edge technologies, delivering clean, well-structured results. Skillset to work closely with clients to understand requirements and develop solutions that exceed quality expectations with on-time delivery. Strong team leadership and technical writing skills with experience working in a team environment and the ability to collaborate with individuals from diverse backgrounds.

CORE COMPETENCIES

- Contract Law
- Legal Research
- Project Management
- Contract Review/Assembly

- Inter-departmental collaboration
- Application Administration
- Scrum/Agile Methodology
- Deadline Management

- Complex Troubleshooting
- Standards Compliance
- Team Leadership
- Communication

WORK EXPERIENCE

EMPYREAN BENEFIT SOLUTIONS, HOUSTON, TX (REMOTE), MARCH 2022 TO PRESENT
BUSINESS SYSTEMS ANALYST
- Define, review, and prioritize stakeholder requirements in order to understand and address their most critical business needs, and conduct in-depth data analysis to provide actionable insights.
- Formulate, execute, and maintain complex SQL queries and scripts for the purpose of extracting, cleaning, and manipulating appropriate client data from large databases.
- Prepare comprehensive reports through Microsoft Crystal Reports to deliver valuable insights to management and clients regarding enrollment, eligibility, and finances.
- Serve as the administrator of market databases of a wide range of sizes with accountability for maintaining full data accuracy, integrity, and security.
- Monitor and maintain the website, deploying critical updates as necessary and assisting end users with site navigation.
- Configure and establish SFTP connections in conjunction with file encryption and decryption protocols for secure data transfer between systems and clients.
- Implement, automate, and streamline file composition processes using SQL to streamline data extraction and enhance report generation.
- Serve as the primary client interface on assigned projects, review recommendations with clients, and, after receiving approval to proceed, provide updates throughout the project.

TEXAS DEPARTMENT OF CRIMINAL JUSTICE - GEORGE BETO UNIT, TENNESSEE COLONY, TX
MAINTENANCE SUPERVISOR II, November 2021 to March 2022
- Collaborated closely with members of the management team to discuss and finalize decisions regarding project bids for onsite improvements.
- Examined and evaluated employee performance while installing, aligning, and balancing new equipment for projects.
- Certified compliance with safety procedures and protocols to consistently meet strict standards and protect team members from injury.
- Performed extensive system testing and devised methods for enhancing power flow and safely installing new system components, fixtures, and motors.

CORRECTIONAL OFFICER, SUPERVISOR/LAUNDRY MANAGER III, JANUARY 2014 TO NOVEMBER 2021
- Developed and implemented plans to optimize security within the institution while overseeing the health and safety of staff and offenders.
- Communicated effectively with coworkers to create and maintain an efficient building schedule.
- Addressed and promptly resolved conflict as necessary to avoid and/or mitigate potentially volatile situations.
- Provided diligent and attentive supervision of offenders, applying strong attention to detail skills to detect contraband.

PREVIOUS EXPERIENCE
U.S. ARMY, MONTEREY, CA, MAY 2012 TO MAY 2013 | **CRYPTOLOGIC LINGUIST**

EDUCATION

BACHELOR OF GENERAL STUDIES (B.G.S.) IN GENERAL STUDIES: POLITICAL SCIENCE, PSYCHOLOGY, ORGANIZATIONAL LEADERSHIP
MINOR IN LEGAL STUDIES, EXPECTED GRADUATION 2025
> *Texas Tech University, Lubbock, TX*
> *GPA: 4.0*
> *Phi Theta Kappa, National Society of Leadership and Success*

ASSOCIATE OF ARTS (A.A.) IN GENERAL STUDIES: BUSINESS ADMINISTRATION PATHWAY, 2023
> *Trinity Valley Community College, Athens, TX*
> *Magna Cum Laude / GPA: 3.85*
> *Phi Theta Kappa, National Society of Leadership and Success*

AWARDS AND HONORS

- PRESIDENT'S LIST – *TEXAS TECH UNIVERSITY, DECEMBER 2024*
- PRESIDENT'S LIST – *TEXAS TECH UNIVERSITY, MAY 2024*
- MAGNA CUM LAUDE – *TRINITY VALLEY COMMUNITY COLLEGE, DECEMBER 2023*
- SERVICE EXCELLENCE AWARD – *EMPYREAN BENEFIT SOLUTIONS, JULY 2022*

ADDITIONAL INFORMATION

Languages: English, Russian

Technical Proficiencies: SQL, HTML, Python, Java, Workday, Meridian, MS Crystal Reporting, Microsoft Office Suite, Jira, DocuSign, Adobe Acrobat

Interests: Literature, Writing, Ethical and Philosophical Analysis, Gardening, Languages, Law, Poetry