| Davion Mosley |
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| Phone 931-449-0589 | davionmosley11@gmail.com | Guthrie, KY |
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| Work Experience | **Air National Guard- Supply Management Nashville, TN**August 2018-Present- Created delivery routes for $1.5 million worth of assets including medical supplies, electronic devices, and transport vehicles.- Led 30 people in processing healthcare equipment which was used to support Nashville, TN during natural disasters. - Created budget and cost analysis reports that aided operation managers in the purchasing of goods and services.-Created historical record queries for my department which have been used to review past invoices, shipments, and distribution of assets.**Western State Hospital- Procurement Officer Hopkinsville, KY**December 2022-Present- Used CGI Advantage to procure healthcare products that assisted patients and staff.-Acquired vendor service contracts to improve medical supplies allowing patients to have proper treatment.- Reconciled accounting lines to reflect expenses made by the hospital during the fiscal year.-Created purchase and delivery orders used by the hospital to obtain and track products and services.-Led group of 8 in purchasing and storing medical equipment for the hospital.-Worked with vendors on restructuring contracts for the needs of the hospital.**Parallon- Underpayment Analyst Intern Nashville, TN**July 2022-December 2022-Processed claims through Medicaid, Medicare, Aetna, Humana, Blue Cross, and other HMOs to assist patients in medical coverage.-Facilitate correction of non-payment-related discrepancies through I-plan changes or coordination with other departments as needed.-Overcame objections that prevented payment of claims increasing hospital payments by 15%.-Corrected errors made in patient coding in regard to CPT and ICD codes allowing for claims to be processed correctly.**Lowes Fulfilment Center- Supply Analyst Pleasant View, TN**February 2021-July 2022-Lowered cost per unit purchased which helped save the company 8% of total expenditures.-Provided inventory and shipment control for more than $250,000 worth of equipment that had to be sent overseas to Germany.-Kept track of stock levels for tools and machine equipment throughout the factory which helped decrease downtime on conveyors.-Used EAM systems to process goods and services to local stores and overseas centers which kept inventory of other facilities above 93%.**Stock Control- The Home Depot Clarksville, TN**January 2020-February 2021-Maintained audit trails for inventory which kept a 100% record of accountability towards products leading to store achievements.-Created purchase orders, cost summaries, and warranty claims which kept stock levels in the store at 98%-Led a team of five in ordering, receiving, storing, and distributing products from Tennessee to local stores in the southeastern region of the U.S. |
| Education | **Murray State University, December 2024***Master of Administration in Public Health*  **Austin Peay State University, May 2022** *Bachelor of Science in Healthcare Management* |
| Certifications | -Healthcare IT Support Specialization Johns Hopkins: JY8ML8BDF6XS-Google IT Support Specialization: S94YFA266FDE-IACET Foundations of Public Procurement: Provider #5660232-Basic Life Support (BLS) ID: 00TAL2Q May 2022-May 2024 |  |
| Accomplishments | -Awarded Airmen of the Quarter for exemplary standards and procedures. Assisted incoming individuals in preparation for work assignments and helped guide them by completing career objectives with them.-Recognized by Lowe’s for improvement of supply management. This allowed the facility to keep downtime at a low and keeping inventory for machines high.-Leader of the fiscal year is given to those that show a high standard of work throughout the year. Having a high customer service rating and working well with different teams.-Received honor graduate throughout material management school. |
| References  |  Frederick Bumgardner 304-629-4685 Current Supervisor Eric McFaul 931-561-3995 Former SupervisorAndrew Wallace 615-686-0651 Former CoworkerAnthony Watkins 931-436-7512 Former Coworker |