

Jennifer Lyon

Web Developer

Work Experience

Owner - Alphadu Productions - New York, NY - June 2016 to Present (Full time)

- ◆ Own and operate award-winning entertainment media company specializing in production of feature length to short films, stage productions and web content.
- ◆ Writes award-winning content for film and stage productions.
- ◆ Organize Production staff, hire cast and crew, maintain budgets, SAG contracting, location scouting, pre and post-production work.
- ◆ Founder of The Berkshire Short Film Festival.
- ◆ Consults and develops websites for businesses and personal use.
- ◆ Consults on how to get films into film festivals for distribution and award recognition.

District Program Director

RestorixHealth - White Plains, NY - January 2014 to June 2016 (Full time)

- ◆ Represented the Corporate office traveling nationally to address issues at the Center level for clients.
- ◆ Represented an administrative role with regard to hospital administration, hospital departments panel physicians, referring physicians and Corporate customers.
- ◆ Primary purpose was to troubleshoot all issues as needed.
- ◆ Responsible for ensuring the delivery of consistent, high quality medical care as well as managing center operations including daily administration of the center, fiscal management, marketing and community referral development, staffing and staff management, team-building, budgeting, revenue cycle management, host-hospital interaction management and physician management.
- ◆ Implemented new business development in conjunction with hospital partners.
- ◆ Organize and present panel presentations and marketing initiatives to physicians and prospective clients.

Clinical Research Associate

Pfizer Clinical Research Unit - New Haven, CT - May 2013 to December 2013 (Contract Work - 30+ hours)

- ◆ Responsible for the safe delivery and monitoring of pharmaceuticals in First-In-Human clinical Trials within the subjects for the Clinical Research Unit.
- ◆ Responsible for clear and concise record keeping for drug trials and reporting to all governmental agencies as well as Pfizer corporate offices for any expected and unexpected outcomes.
- ◆ Tasked to delivery emergency medical interventions in the event of unexpected outcomes from the administration of the pharmaceuticals to the subject resulted in an untoward side effect.
- ◆ Responsible for the safe keeping and storage of all medications for drug trials used in-house for clinical research.

Program Director

Accelecare Wound Centers St. John's Riverside Hospital - Yonkers, NY - January 2012 to May 2013 (Full time)

- ◆ Responsible for the successful implementation, management and success of a new Hyperbaric Center in NYC metro area.
- ◆ Oversight for full operations, personnel management, budget, insurance reimbursement, Physician scheduling, hiring of staff and continuous review and adherence of company policies.
- ◆ Dedicated focus on marketing to professionals for community referrals and increased growth of the Center.
- ◆ Consulted additional Accelecare sites on how to increase marketing to enhance patient volumes.
- ◆ Organize and present panel presentations and marketing initiatives for physicians.

Operations Supervisor

Valley Emergency Medical Services - Derby, CT - April 2008 to November 2011 (Full time)

- ◆ Responsible for operations of regional paramedic services including, insurance billing for patient care, vendor relations, contract negotiations with 20+ governmental, hospital and private entities.
- ◆ Oversight of daily procedures adhering to company policies from activation of 911 to reimbursement of insurance claims.
- ◆ Responsible for all aspects of payroll, QA/QI initiatives, training, certifications, oversight of staff and hiring and discipline actions.
- ◆ Directly responsible for 35+ field staff.
- ◆ Developed and presented RFP's for local municipalities.
- ◆ Responsible for scheduling of all providers and active system status management daily. Coordinated and deployed ALS services for 5 towns serving over 100,000 residents.
- ◆ Implemented a new EMS response team in the restructuring of a former emergency response system.
- ◆ Implemented the only EMS based bonus/reward system in the State of CT.

EDUCATION

Bachelors of Science - Healthcare Administration
University of Massachusetts - Amherst - 2013

Associate in Arts - Selected Sciences 1995
Berkshire Community College

Associate in Arts - Theatre Arts - 1995
Berkshire Community College

LICENSE

CT PARAMEDIC 2008 - Current

CERTIFICATIONS

Hyperbaric Oxygen Therapy Course
Bob Bartlett Desert Regional Medical Center
2015

Hyperbaric Oxygen Therapy Course
at Nix Medical Center - San Antonio, TX
2001

SKILLS

EXCEL, PHOTOSHOP, POWERPOINT, PREMIERE PRO, WORD, PAGES, ADOBE CREATIVE SUITE, DAVINCI RESOLVE