

Mariann Savilla  
Charleston, SC  
843 762 6632

### **EMPLOYMENT HISTORY**

July 1990 -Present (full time and part time) - **M.D.S. COMPUTER SERVICES**

*(Contracted Services and Consulting)*

#### **Contracted Software/Computer Services**

Performing computer consulting/contracted/services with various businesses nationwide (Private Industry, Educational, Medical and Government sectors). Services include software development, programming, data analysis, data migration, systems analysis, hardware/system configurations, applications/server security, training, reporting and conversions. Custom programs, bridging existing applications, upgrades, and improvements to business applications. Software and hardware installations. Analyzing business needs and operations. Troubleshooting applications, DBA functions, databases and permissions. Contracts include government, school districts, statewide companies, and businesses throughout South Carolina and other states. Specialties include database programming (Access, SQL, VB, scripting and various other languages). Clients have included US Dept. of State, Charleston County School District, New Hope Treatment Centers, PsychSolutions/ABS, General Electric, Bosch, Albright & Wilson Chemicals, SC State School Districts, Hudson Mann and more. Accomplishments have included but not limited to:

- ❖ Database Development, Reports, GUI enhancements
- ❖ Completion of platform to link 3 Delphi programs using Access, VB and SQL
- ❖ Complete Plans & Specs program for multiple operations plants – Access & VB
- ❖ HR, payroll and job costing programs – Access, VB and SQL, Oracle
- ❖ Electronic Claims EDI programs (X12 files) such as 837I, 837P, 270, 271, 275, 276 and more (claims, requests for 835's /remittance advice, patient eligibility, etc.). Program has been sold to various companies and modifiable for connections to existing billing system. Also perform Billing Service and can remit electronic claims for clients, obtain any EDI files on behalf of the client, and product reports for client accounting.
- ❖ Analysis, recommendations, project management for programs developed in Cobol, Focus, Paradox, Clipper, VB, Access, SQL, Oracle, Delphi, SASI, ZIS/SIF, Cold Fusion, .NET, and many others.
- ❖ Business software development eliminating redundant data entry
- ❖ Web design (Microsoft Web Expressions, .NET, .ASP, ColdFusion, etc)
- ❖ Medical software (VB, VBA, Access, SQL, Oracle, and more) including Patients, Q&A, Performance Improvement, Utilization Review, Billing, Attendance, Census, Referrals and more.
- ❖ SQL Stored Procedures, triggers and queries, DTS, enhancements. SSIS and SSRS for data warehousing projects and analysis.
- ❖ Reporting (any type of reporting software, Crystal, Access, SQL Reporting SSRS, etc)
- ❖ Year-end analyzation of international financial systems accurately in languages I was unfamiliar with
- ❖ CRM programs for sales teams and managers
- ❖ Complex data migrations between applications and servers
- ❖ Creation of Technical and User Manuals for IT and other business functions
- ❖ Data conversions and transfers between different backend databases and front end applications
- ❖ Fixed camera and security software to work across the web and added security measures for video streaming so client's ISP would not stop services due to spamming issues.
- ❖ Many more types of apps (engineering, medical, general business, educational, call centers, financial, etc)

#### **KELLEY, GIDLEY, BLAIR & WOLFE, INC.**

*(Consulting Engineers; Charleston, WV)*

#### **Executive Administrator**

In addition to duties listed below as Personnel Manager/Director and Office Manager, other responsibilities included marketing (advertising, proposal design and update of company general information, etc.) Was also department head for Finance and Administration (Clerical/Repro sections). Systems analyst, PC technician, programmer. Developed in-house software to handle Benefits. Created and sold Section 125 software to State of WV.

### **Personnel Manager/Office Manager**

Assistant to Chief Operating Officer; Administration; Complete and initial setup of entire Personnel Department from "scratch" (converted to "state of the art" computerized program which I designed); Organization of records and operations; Compliance investigation; Costs analyses; Management of Support Staff; Design of Employee Guidelines; Computer programming; Design and implementation of grade scales/charts and job descriptions; Benefits savings and upgrading of benefit packages. Recruitment, EEO, safety program implementation, 401k Plan administration, employee retention. Workers Compensation, training and development.

### **XEROX CORPORATION (KELLY SVCS)**

*(Computers; Charleston, WV)*

#### **Administrator/Human resources/systems analyst/graphics design (temp)**

Assistant to State/area Sales Director sales; reporting and tracking/designing/reconstruction of sales inventory/revenue forms and input on PC; Self-taught analyst on new 6085/7010 systems; Freehand graphics designer for demos; Proposal design; Research and development of Software/hardware. Assistant administrator to sales team. Human Resources Manager for local office.

### **BLUE CROSS BLUE SHIELD OF WEST VIRGINIA**

*(Health Insurance; Charleston, WV)*

#### **Senior Accounting Manager/Subrogation Dept Mgr**

Accounting processing; Special projects (coordination of test system with present accounting system); Computer programming; Training and management of 22 employees; Revision of work procedures; Administration. Research and development of accounting computerized system. Training of new operators. Started the first Subrogation Dept. at that BC/BS office and recouped over \$1,000,000 in the first year.

#### **Senior Claims Processor**

Processing and payment approval of medical claims on computers; Claims coding; Investigation of fraud.

### **U.S. MILITARY INTELLIGENCE**

*(National Security Agency)*

Administrator/Computer Specialist/Personnel Coordinator Projects/Coordinator between Government and military; Trainer on new computer systems; Research and development of communications and computer systems; Supervisor of over 100 employees; Special Investigations; Administration; Operations supervision; Top Secret Security Clearance.

### **EDUCATION**

College graduate (honors - finished 4 years in 3) BS R. Administration Marshall University/Pitt.

Graduate of MI Intelligence and Inscom Systems (honors)

SQL Certification Courses, Programming Languages

SQL Server Classes

Database Design/Development Classes

VB Certification Courses, Cold Fusion, .NET

Present Continued Microsoft training courses

### **PERSONAL ASSETS**

- \* People and computer skills
- \* Efficiency/Organized
- \* Strong analysis skills
- \* Easy to work with
- \* Surpassing client expectations
- \* Trustworthiness
- \* Reliability/Dependability
- \* Work well with no supervision
- \* Project leadership
- \* Sense of humor
- \* Accurate projections for timelines
- \* Confidentiality

## CLIENT GOALS

To work with clients where progressive database and software development are key elements. To assist clients with software/hardware projects. Analyze client needs and provide solutions by analysis and/or design. To help clients obtain their goals with the use of software/hardware for accuracy and integration. To give clients applications they enjoy using and can obtain accurate information from.

## SUMMARY OF EXPERIENCE

**Computers** - Program design, research and development, spreadsheets, data management, training, software and hardware installation, data processing, systems analyzation, desktop publishing, graphic arts, troubleshooting, repairs, training, design of technical and user manuals. Built platforms for 3<sup>rd</sup> party software. Designed user-friendly applications, both personal and client-server types. Analyzed many programming languages (code) and recommended changes or conversions. Designed database front-ends (VB, Access, Paradox, Cobol and various others) and used server-type tables (Oracle, SQL, etc). Analyzed data problems and corrected. Worked with 3<sup>rd</sup> party programming staff to customize program as needed by clients. One of the first developers/vendors to remit electronic claims into BC/BS and Medicaid systems which entailed working together to ensure both ends of the applications were working effectively and incorporating changes as needed to meet Hipaa specs and regulations. The only programmer to do year-end analysis for Dept. of State involving multiple languages for multiple financial systems. SQL DBA for Chas County School District for 2 ½ years. Custom Design and selling of software to SC School Districts and medical facilities.

**Finance/Acct** - A/R, A/P, Payroll, forecasting, cost analysis, statistics, invoicing.

**Management** - Board of Directors presentations, supervisory, heading staff meetings, conducting employee meetings, department head, department budgeting and cost control.

## AWARDS:

2002 – Honoree in Stratmore’s Who’s Who

2003 – Honoree in International Who’s Who of Professional and Business Women

2004 – Appointed as Deputy Director General (IBC), Cambridge, England

2008 – Awarded SC Certificate of Woman Owned Business

*A Star Above Ordinary*

Mariann Savilla  
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Software & Database Solutions  
Websites, Databases & Business Applications  
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