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# TAWANA HOWARD

## PROFESSIONAL SUMMARY

Director of Business Development with extensive experience in healthcare management, adept at enhancing facility revenue through strategic patient intake and collaboration with case managers and physicians. Skilled in material handling and communication, leveraging a solid foundation in business development and CRM systems to foster team coordination and operational efficiency. Passionate about driving growth and innovation, continuously seeking opportunities to utilize expertise for organizational advancement and success.

## EMPLOYMENT HISTORY

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| <b>STRUCTURAL IRONWORKER 1 / MATERIAL HANDLING</b><br><i>Bechtel</i> <ul style="list-style-type: none"><li>♦ Connected beams and constructed shelters, ensuring efficient material tracking and team coordination.</li></ul>                                                                           | <b>Oct 2024 - Mar 2025</b> |
| <b>DIRECTOR, BUSINESS OF DEVELOPMENT</b><br><i>Cascades Healthcare</i> <ul style="list-style-type: none"><li>• Intake &amp; Out take patients working with case managers, physicians, &amp; community</li><li>• Bringing Revue to the facility to meet higher goals</li></ul>                          | <b>Jun 2022 - Aug 2023</b> |
| <b>CORRECTIONAL OFFICER</b><br><i>Texas Department of Criminal Justice</i> <ul style="list-style-type: none"><li>• Guard inmates in &amp; out of sessions</li><li>• Making sure no one gets hurt</li></ul>                                                                                             | <b>Mar 2020 - Jul 2022</b> |
| <b>DIRECTOR, ADMIN ASSISTANT ADMISSIONS</b><br><i>Cascades Healthcare</i> <ul style="list-style-type: none"><li>• Bringing Revue to the facility and Intaking patients</li></ul>                                                                                                                       | <b>Oct 2018 - Feb 2022</b> |
| <b>UNIT SECRETARY COORDINATOR/ MATERIAL BUYER</b><br><i>Medical Center of SETX</i> <ul style="list-style-type: none"><li>• Ordering Material for the Hospital and doctors having meetings with vendors</li><li>• Working under a charge nurse to help with doctors input lab orders and more</li></ul> | <b>Apr 2010 - Oct 2018</b> |
| <b>LABORER</b><br><i>Becon-Bechtel</i> <ul style="list-style-type: none"><li>• Working on the expansion at Motiva cleaning tents, flagging trucks</li></ul>                                                                                                                                            | <b>Feb 2008 - Aug 2011</b> |
| <b>PAINTER</b><br><i>Brock Group</i> <ul style="list-style-type: none"><li>• Painting the bolts, beams, and tanks when needed</li></ul>                                                                                                                                                                | <b>May 2005 - Jan 2008</b> |
| <b>MONITOR TECH-FIRE &amp; HOLE WATCH</b><br><i>K.T Maintenance</i> <ul style="list-style-type: none"><li>• Issue out monitors to FW\HW</li><li>• Watching welders weld on pipe</li></ul>                                                                                                              | <b>May 2003 - Jan 2005</b> |

## EDUCATION

**STRUCTURAL IRONWORKER**  
*Lamar State College*

*PA, Texas*

**B.S. IN BUSINESS ADMINISTRATION**  
*Post University*

*CT Avenue Park, MD*

**MEDICAL ASSISTANT**  
*NW Vista College*

*BMT, Texas*

**HIGH SCHOOL DIPLOMA**  
*Abraham Lincoln High*

*PA, Texas*

## **SKILLS**

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Business Development, Marketing, POS systems, Interpersonal skills, Communication skills, Material handling, CRM Software.