Dylan Levsey

Technical Writer

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PROFILE

A physics graduate proficient in technical writing, resolving IT-related problems, and maintaining thorough documentation. I'm an effective communicator passionate about learning and assisting those around me. Skilled in crafting concise and impactful technical content. I have a total of 4 years of experience in Research, two of which were supported by a grant from the National Science Foundation (NSF). Additionally, I have two years of professional writing experience, including a year in Technical Writing. I also have two years of experience working in IT.

EDUCATION

Physics B.S.   08/2017 – 05/2021
Northern Kentcuky University   Highland Heights, KY, United States
- Math minor.
- Astronomy minor.
- 116 Semester Credit Hours in math-related courses.

AWARDS

Outstanding Service in Physics and Pre-Engineering Award   05/2021
Department of Physics, Geology and Engineering Technology
Awarded for exceptional contributions to resolving IT-related issues within the department.

Dean's List   2020
Northern Kentucky University
Received for fall and spring semesters of 2020.

PROFESSIONAL EXPERIENCE

Technical Writer   05/2022 – 07/2023
ATI - Contracted Via Actalent   Albany, OR, United States
- Developed PowerShell script with .NET objects to batch formatting of old Word documents.
- Spearheaded the development of new Word templates, which utilized word styles and multi-level lists (increasing efficiency 5X).
- Generated documents at a rate 71% greater than the second most published.
- Published all documents while maintaining OSHA standards.
- Published the highest number of documents within my first year, starting from entry-level.
- Co-authored instructional manuals with project managers and engineering teams.
- Played a critical role in cultivating relationships, as well as contributing to the content, planning, and designing of multiple projects.
- Utilized Agile methodologies for dynamic content management.
- Collaborated with users to define operational specifications.
- Revised old documentation to align with updated standards.
- Adhered to design standards, creating cohesive documents, styles, and templates.
- Utilized technical and communication skills to refine content.
- Incorporated operator feedback for content improvement.
- Managed document creation and maintenance across multiple divisions and at least ten departments.

Author/Freelance Writer   12/2021 – 12/2022
Teacher Created Materials (remote)   Hunington Beach, CA, United States
- Independently researched and wrote "South America" for a 5th-grade audience.
- Crafted engaging educational content for "180 Days of Reading."

Desktop Support Specialist   02/2019 – 05/2021
Northern Kentucky University IT   Highland Heights, KY
- Received an award for proactively resolving IT problems.
- Regularly responded to questions in person, over the phone, and via email.
- Regularly assisted NKU employees and students in the problem-solving process.
- Regularly installed, modified, and repaired computer hardware and software.
- Often provided support for workstation configuration.
- Regularly followed up with employees to ensure the resolution of their issues and meticulously documented problems and solutions in NKU's service desk software.
- Skillfully managed multiple support tickets, maintaining high service quality.

SKILLS

Data Analysis/Programming (Extensive experience in Python, PHOEBE, R, Mathematica, Statistical Analysis, Resampling Methods, Data Collection, Data Cleaning, Bayesian Statics, Markov Chain Monte Carlo (MCMC), Estimating Posterior Distributions, and Bayesian Statistics. Proficient with Excel. Knowledgable in SQL, MySQL, Oracle,),

Programming (Extensive experience using Python, PHOEBE, LaTeX, R, Object-Oriented Programming, and Mathematica.),

Research (Extensive Experience with Quantitative Research, Qualitative Research, Independent Research, Time management, Data Collection, Data Analysis, Creative Thinking, and Problem-Solving.),

Problem Solving (Critical Thinking, Analytical Thinking, Quantitative Reasoning, Research Skills, Creativity and Innovation, Attention to Detail, Adaptability/Flexibility, Technical Proficiency.),

Technical Writing (Extensive experience with Writing, Editing, Process Improvement; Proficient with Agile Methodologies.),

Skilled in Data Extraction and Web Scraping: (Leveraged Python's BeautifulSoup and requests libraries to extract AQI (Air Quality Index) data from webpages. This required the ability to navigate and parse HTML to accurately pull relevant data, demonstrating expertise in web scraping and data extraction.),

Project Management and Collaboration (Skilled in multi-project management, stakeholder collaboration, and communication via written, visual, and presentation skills. Utilized Git for code development and revision control; proficient in using Markdown for documentation, including README files.),

Self-Management and Continuous Learning (Proven ability as a self-starter with excellent attention to detail and strong desire to learn and grow; Proactive in identifying opportunities for continuous improvement and implementing process improvements; Strong computer skills, including proficiency with MS Office suite, Teams, and SharePoint.),

IT Knowledge (Experience in guiding employees through problem-solving processes; extensive experience in installing, modifying, and repairing computer hardware and software-related issues; experience in navigating and utilizing Active Directory to interact with objects; experience in navigating and utilizing the Group Policy Management System to interact with group policy objects.)

RESEARCH EXPERIENCE

Research Assistant 08/2019 – 05/2021
Department of Physics, Geology and Engineering Technology; Advisor: Dr. Nathan De Lee Highland Heights, KY
- Developed MCMC model with PHOEBE for posterior predictions.
- Applied statistical analysis to validate models.
- Used Python to model/analyze complex star systems.
- Developed, plotted models of eclipsing binaries.
- Presented research to peers and faculty. 🔗
- Improved processes for running large models.

Research Assistant 08/2018 – 05/2020
Department of Physics, Geology and Engineering Technology; Advisor: Dr. Sharmanthie Fernando Highland Heights, KY
- Modeled massless particles around (2+1)D charged black hole with Mathematica.
- Presented research to peers and faculty. 🔗
- Conducted literature review of peer-reviewed research papers.
- Undertook research on Tensors for black hole study.
- Analyzed and modeled universe expansion using Mathematica.
- Presented research to a panel of judges. 🔗

ORGANIZATIONS

Northern Kentucky Sunrise Movement 12/2020 – 05/2021
Vice President Highland Heights, KY
- Facilitated regular meetings, ensuring productivity and focus.
- Maintained momentum between meetings by reinforcing action points during opening and closure.

PYTHON PROJECTS

Data Visualization (AQI) 🔗 01/2023 – present
AQI Visualization for Oregon
- Conducted a Python project analyzing satellite data on CO_2 levels and air quality.
- Used Python libraries for data processing and visualization.

Data Analysis on Tips Dataset 🔗 02/2023 – 03/2023
- Utilized Python libraries (NumPy, Pandas, Seaborn, Matplotlib, and Scikit-learn) for data manipulation, visualization, and analysis.
- Employed bootstrap resampling techniques to generate confidence intervals for mean tips of male and female servers.

PUBLICATIONS

South America 🔗   03/2023
Teacher Created Materials
Publication Date: March 2023

180 Days of Reading, 2nd Edition
Teacher Created Materials
Publication Date: September 2023

LAB EXPERIENCE

- Extensive experience operating fragile lab equipment for data collection and analysis.
- Proficient in analyzing data and writing comprehensive lab reports.
- Skilled in utilizing Modulated Differential Scanning Calorimetry (MDSC) for analyzing ion glass transition temperatures, using reversing and non-reversing heat flow methods.
- Competent in calculating and analyzing experiment percent error and instrument uncertainty.
- Experience with magnetic hyperfine splitting in an experiment (NMR spectroscopy).
- Extensive experience with Spectroscopy.
- Experience handling experiments with high voltage power supplies, optical fiber lines, Semiconductor lasers.