

# DREW SQUIRE

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## WHO AM I?

I am a master practitioner and weaponizer of curiosity. Inside this bizarrely constructed birdhouse known as my “brain” is an infinitely flowing font of creativity, intrigue, and desire to combine a gargantuan mental library of computer knowledge and passion for writing into a fully functional human being. Sometimes, I even succeed at it.

## RECENT WORK HISTORY

### Technical Writer

#### United States Department of Veteran Affairs

Subcontractor, GovCIO: 11/2022 - 10/2023

Subcontractor, Clearwaters Industries Solutions: 12/2021 - 10/2022

My role as a subcontractor for was to be part of multiple sets of groups that were assigned to work on the VA's new electronic health record (EHR) system — the software that stores health information and tracks all aspects of patient care. My duty was to regularly update transition documentation, design templates, adjust reports, and create SOP's to enable the writers in other groups to produce the same level of precision.

- Regularly worked with several sets of documentation and data to generate transitional documents in aid of the EHR transition process.
- Produced multiple sets of precise SOP guides to cover the many different aspects and data points involved in the transitional documents.
- Designed and populated a custom team homepage portal with quick access to files and information for various team processes and tools.

### Technical Writer / IT Support Specialist

#### Collective Goods

10/2007 - 8/2019

The Technical Writer / IT Support position at Collective Goods utilized me as a jack-of-all-trades support technician, technical writer/editor, user experience curator, software/ hardware tester, and so on.

- Created front-facing and in-house user guides, tutorials, and walkthroughs for various company tasks and software suites.
- Created a company SharePoint system from scratch for in-house and external use, complete with custom graphics.
- Assisted remote employees with technical issues with their business computer software and equipment.
- Assisted superiors in editing and verbiage used in company documentation.
- Created multiple department wiki's with documented solutions, guides, and FAQ's

## SKILLS

### Personal

Comprehensive Reading Skills  
Adept Writing Ability  
Adept Communication Skills  
Adaptable and Flexible Collaboration  
Technical Writing  
Creative Writing  
Document Editing / Revising  
Creating Tutorials, SOP's, and Guides  
Organized and Precise  
Researching  
Self-Sufficient and Independent  
Detail Oriented  
Project Management  
Surge Support  
Calm and Friendly Demeanor  
Self-Motivated  
UI / UX Design

### Software

Microsoft Office Suite (User and Administrator)  
Microsoft SQL (Query Building)  
Microsoft SharePoint Online (User and Administrator) Microsoft Teams  
Adobe Acrobat  
Adobe Photoshop  
3D Studio Max  
Jira (User and Administrator)  
ServiceNow  
Salesforce  
Slack  
Acronis True Image  
Remote Desktop / VPN

## EDUCATION

Westwood College  
Denver, CO

Bachelor of Computer Sciences: Computer Animation

## MY BOOKS

I am beyond proud of my books and I could never put down on paper the way I felt when I saw my first book show up on Amazon for the first time. They are an enormous accomplishment of mine and I love to spread them around, if you are reading this and want a free digital copy just let me know.

It All Led to This  
A Menagerie of One  
On the Subject of the End of the World

<https://tinyurl.com/dsquire-ialtt>  
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<https://tinyurl.com/otsoteotw>