

Lawrence R. Pracht

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Summary

An experienced professional, who is willing to learn and develop new skills, dependable self-starter that works well with a team or independently, attention to detail with strong abilities to multi-task and prioritize efficiently, accurately, on schedule and with a positive attitude. Result-oriented as demonstrated by being able to meet and exceed goals and deadlines by remaining focused and positive.

PROFESSIONAL EXPERIENCE

Diebold, Inc., Denver CO

09/2011- 12/2013

Lock Technician

Responsible for lock changes and Maintenance on private cluster boxes and USPS owned equipment.

- Pulled daily calls from W.A.S. program and scheduled for completion.
- Repaired and maintained locks and NBU boxes on a daily basis.
- Trouble shoots equipment issues and repaired as needed.
- Maintained and scheduled company owned van for repairs and required maintenance.
- Worked with third party vendors to schedule installs of new cluster boxes
- Communicated with team and postal personnel to identify trouble areas and find solutions to problems encountered.

King Soopers, Denver CO

06/1988- 11/2010

Lead Computer Operator

Responsible for operation of IBM mainframe computer and peripheral equipment. Monitored and ran daily, weekly and monthly batch jobs including accounting, payroll and warehouse billing. Printed and distributed daily, weekly, and monthly reports. Rotated and maintained tape library for offsite storage and ensured that daily tape volumes were accurately accounted for. Worked with technical support personnel to trouble shoot and resolve system and JCL related errors and to report and escalate calls to proper level support. Performed weekly and nightly IML/IPL and system refresh.

- Documented and changed all JSL/PDL updates for forms creation on Xerox 4635 Docutech printer.
- Audited and adjusted daily store orders.
- Assisted with special projects.
- Moved equipment and paper in warehouse using pallet jacks and forklifts.

King Soopers, Denver CO

05/1986 – 06/1988

Data Control

- Responsible for preparation and distribution of daily reports and tape maintenance.

King Soopers, Denver CO

11/1985 – 05/1986

Programs Clerk

- Responsible for distribution and accounting of weekly ticket sales.
- Contacted vendors and coordinated sales and distribution of special programs.
- Accounting and reconciliation of special programs.

King Soopers, Denver CO

05/1984 – 11/1985

Accounts Payable Clerk

- Responsible for coding invoices and entering into computer for payment.
- Responsible for distribution and accounting of Store and warehouse accounts.

King Soopers, Denver CO

11/1983 - 05/1984

File Clerk

- Responsible for filing of store and warehouse invoices and documentation.

Gart Brothers Sporting Goods, Northglenn CO

12/1981-11/1983

Ski Tech. /Sales Associate

- Responsible for binding installation and ski maintenance as well as sales in all departments.

R-1 School District Lakewood, CO

09/1980-12/1981

Landscape Maintenance

- Responsible for maintenance and installation of landscape within the Jefferson County School district.
- Operated a variety of equipment including single axle dump trucks, forklift, mowers and front end loader tractors.

Hardware Experience

- IBM main frame computer VSE, Xerox 4635 Docutech with Sun Micro System processor, A/s400
- Canon Image Runner 7125, Minolta Print center Pro 1050.

Software Experience

- CICS, JCL, BIMEDIT, ELIXER, PLANET PRESS, LPAR,CZAR, ZEKE, DYNAM, EPIC, NDM, FTP, SKOPE, WINDOWS XP,2000, INFOPRINT,VPS
- MICROSOFT WORD, OUTLOOK AND LIMITED EXCEL.