



Lauren Edwards

Conference Proceedings Coordinator

Conference proceedings coordinator with four years' experience managing LaTeX workflows for international events. Expertise in template distribution, author support, and final compilation.

CONTACT



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LinkedIn | Portfolio



City, State Abbreviation Zip
Code

EDUCATION

M.S. in Information Science
State Tech University, City, ST
May 2017

PROFESSIONAL EXPERIENCE

Proceedings Coordinator | World TeX Conference, Remote
June 2020

- Managed LaTeX templates for 150+ accepted papers, ensuring uniform formatting.
- Orchestrated final PDF builds with XeLaTeX, reducing error rates by 90%.

Event Editor | TechSymposium, San Francisco, CA
April 2017 - May 2020

- Provided 24/7 LaTeX support during submission windows, answering 300+ queries.
- Automated index generation via makeindex, saving 20 hours of manual work.

CERTIFICATIONS

- Certified TeX Conference Manager, TUG | March 2019