

Employment History (cont.)**Consultant, Norstan Consulting (May 1998 – Jul 2000)**

Developed a one-day networking seminar for the Education Service Center Region 12, Texas. The specific courseware was designed to meet the needs of Technology Coordinators within independent school districts. Topics included network protocols (NetBEUI vs. TCP/IP), DHCP, DNS and basic troubleshooting techniques.

Managed a WAN implementation as part of a state funded education grant in Texas. Connected over two hundred sites via an ATM backbone within T-1 lines. Implemented Cisco hardware, e.g. 3810 & 7507 routers, LS-1010 and Catalyst 5500 switches, configured voice & video to run over the ATM network. Redesigned the DNS infrastructure for the new WAN. The makeover consisted of load balancing DNS, proper Internic registration, SMTP & POP3 mail setup, DNS database structure, replication and zone transfers.

Co-Founder/Executive Vice President, Visionary Business Systems (May 1996 – May 1998)

Managed a Global Intranet Development project for Ford Motor Company. Outlined the specifications for a global tracking system used to replace independent data maintained in Excel spreadsheets. The system implementation included the use of an Oracle 7.3.4 database accessed via the company Intranet. Developed in PL-SQL to support dynamic HTML content processed through Oracle's Application Web server. Implemented the application worldwide with an install base of over three hundred engineers and designers.

Served as customer liaison to all clientele in the areas of business process management, research, and development, problem resolution, while overseeing overall customer quality and service. Managed network-consulting services to a number of customers using Microsoft NT or Novell products.

Department Information Administrator, American SCI, Inc. (Jan 1996 – Jan 1997)

Developed a one-day computer-training seminar to help management & staff adjust to a new LAN environment. The specific courseware was designed to meet the needs of Chrysler's Mopar Division in compliance with Chrysler IT standards. Topics included an introduction to Windows 3.11, using the corporate network for files & print services and utilizing Rumba Office for Terminal Emulation. Awarded an Achievement of Recognition from Chrysler as a result of the seminar.

Coordinated the building relocation of 250 users. Analyzed the specifications for new PC workstations to replace existing VT-100 terminals. Installed a Novell 3.12 server and tie-in with existing corporate systems. Worked with Chrysler IT staff to setup the network infrastructure at the new location and installed PC workstations.

Supported company departments in the areas of information distribution, problem resolution, PC training, and hardware/software procurement to the Materials Organization and Dealer Operations under Chrysler's Mopar Division. Maintained Netware 3.12 servers, cc:Mail systems both onsite and offsite at client locations.

Systems Administrator, Alexis (May 1995 – Jan 1996)

Migrated existing VAX e-mail messaging system to HP-UX and Oracle Office for the entire company (1400+ users). Utilized batch scripts and Access 95 to convert user profiles completing the migration within two months and under budget. Supported a TCP/IP environment running Windows NT 3.51 and HP-UX 10.8. Created standardization, inventory tracking, and asset management of PC hardware and software. Installed and maintained Windows NT and HP-UX servers while setting up communication to the WAN and configuring systems.

Industry Certification & Recognition

Adobe Community Professional – January 2009 & 2010
Adobe Certified Instructor, Photoshop CS4 (ACI) – July 2009
Adobe Certified Instructor, InDesign CS4 (ACI) – July 2009
Adobe Certified Instructor, Lightroom (ACI) – August 2008
Adobe Certified Instructor, Acrobat 8 (ACI) – May 2008
Cisco Certified Design Associate (CCDA) – February 2000
CompTIA Certified Network+ Technician (N+) – December 1999
Cisco Certified Network Associate (CCNA) – June 1999
Microsoft Certified Systems Engineer + Internet (MCSE+I) – April 1999
Certified Novell Engineer (CNE) – March 1995

Education

Major in Business Administration – University of Phoenix Online Campus 2006-present
Associates Degree, Graphic Design & Multimedia – Westwood College, Dallas, TX 2003-2004