

*Michelle L. Clark
6325 SE 153 Terrace
Hawthorne, FL 32640
(352)234-0334*

Professional Experience:

State of Florida, Department of Health, Gainesville, FL

Computer Programmer

08/2005-2/2011

- Database Administrator for various specialized database in FoxPro/Clipper, Access, and SQL platforms
- Web design, development, and maintenance of Intranet, Internet and SharePoint sites for 11 counties
- Weekly/Monthly productivity reports for 8 staff in IT Department.
- Software support for Microsoft products including enabling/recovering encryption capabilities in Outlook
- Hardware support: troubleshooting, installation and repair as needed.
- Develop and teach classes for staff in general use of computers and other computer skills as needed

Suwannee Valley 4Cs, Lake City, FL

Data Research Analyst/EFS/ChildPlus

03/2001-08/2005

- Provided technical assistance to internal staff on ChildPlus software.
- Administered and maintained ChildPlus database.
- Performed periodical reporting to ensure data integrity.
- Acted as contact person between the ChildPlus software developers and SV4Cs.
- Ad hoc reporting and data entry as deemed necessary by supervisor.
- Train staff on new developments with the system
- Acted as fill-in Computer Support as needed including setting up new workstations and some troubleshooting.

Specialized Training

Santa Fe Community College

AS in Internet Services Technician

2010

Currently enrolled in Programming and Analysis

Spring 2019

Lake City Community College

Coursework for an AA in Computer Science (transferred to Santa Fe)

New Horizons Computer Learning Centers

06/2002

Completion SQL Level 1

Cognos

06/2001

Impromptu Administration v 6.0