*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