

Librarian/Instructor Librarian/Instructor Librarian/Instructor - Stevens-Henager College Boise, ID To collaborate and work as a positive team member within a professional environment. Work Experience Librarian/Instructor Stevens-Henager College - Boise, ID 2013 to Present Instruct students in various disciplines i.e. English, math, statistics, business and information technology. Create course shells in Blackboard, Moodle, Canvas and e-College Maintain library materials and manage and update the current library catalog. Tutor students in various topics: information technology, library resources. Instructor for basic education courses. Provide administrative support and assist with accreditation including writing documents and creating reports. Grant writing. Wrote a grant for the school to acquire funding from the IRS for the VITA program. Computer Operator Adecco Technical - Boise, ID 2007 to 2010 Provided night processing on HP3000 system. Monitored and maintained network, launched batch jobs and printed bills. Systems Administrator Micron Technology - Boise, ID 2000 to 2007 Monitored Micron's network systems on UNIX, VMS, and NT platforms. Installed and configured Windows 2003 and Solaris 9 on new servers. Served as documentation coordinator for systems administration documents. Education Masters in Educational Technology in Educational Technology Boise State University - Boise, ID 2016 Masters in Information Science in MIS University of North Texas - Denton, TX 2012 Bachelor of English in Technical Communication in English Boise State University - Boise, ID 2004 Bachelor of Business Administration in Computer Information Systems in Computer Information Systems Boise State University - Boise, ID 1996 Masters in Technical Communications Program Arizona State University - Tempe, AZ

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