

# Matthew Inman

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I intend to bring broad experience and a drive for good work to a business seeking continuous improvement of its products, services, and customers' satisfaction. I am motivated to acquire the knowledge needed to do any job well, and I am considered reliable and trustworthy by all of my former employers.

## CHARACTERISTICS

- Learns efficiently
- Highly organized
- Enthusiastic
- Attentive to detail
- Ethical

## EXPERTISE

- Technological support
- Mac and Windows usage
- Word processing
- Presentation design
- Research

## PROFICIENCY

- Visual and layout design
- HTML and CSS
- Python and Applescript coding
- Conversational French
- Spreadsheet functions

### August 2011 - July 2013

Music Teacher at South Eastern School District

- Taught Music Technology, Survey of Fine Arts, and Choirs
  - Coached high school varsity girls' soccer and assisted varsity boys' soccer
- Mastered systems for Music Technology lab

### June 2011 - July 2011

Library Assistant at Nyack Library Teen Room

### January 2011 - June 2011

Substitute Teacher at Various School Districts

### April 2008 - December 2010

Desktop Technical Assistant at York College of PA

- Provided user support in hardware, software, and network connectivity
- Deployed and repaired Windows and Mac systems
  - Assisted in training new employees

### July 2007 - August 2007

Baker's Assistant at Hudson House of Nyack

### June 2012 - Present

Self-Directed Education

- Completed, with distinction, Introduction to Digital Sound Design from Emory University through Coursera.org
- Completed Introduction to Music Production from Berklee College of Music through Coursera.org
- Completed all Python coding lessons from Codecademy.org
- Progressing through HTML / CSS and Javascript coding lessons from Codecademy.org

### September 2010 - December 2010

Student-Teacher at Northeastern School District

- Taught General Music, Music Theory, and Choirs

### September 2007 - December 2010

Student at York College of PA

- Graduated Magna Cum Laude, B.S. Music Education, December 22, 2010
- Selected as member of Senior Honor Society
- Served as President of YCP Chorale 2009-2010

### September 2006 - May 2007

Student at State University of New York, Potsdam

- Played NCAA Division III soccer

## REFERENCES

Mr. Jason Roberts

York College of PA

- Computer Support Analyst
- (717) 815-1963
- jrobert2@ycp.edu

Mr. Alex Bastian

South Eastern S.D.

- Fine Arts Department Chair
- (717) 382-4871 x1019
- bastiana@sesd.k12.pa.us

Dr. Philip Monteith

York College of PA

- Master of Education Program Director
- (717) 815-1762
- pmonteit@ycp.edu

More references available upon request.