

(410) 507-3027 cbstodd@gmail.com 208 Lockwood Court. Annapolis, MD 21403

Objective

To obtain the Technical Coordinator (Senior Administrator I) position, so that I can utilize my passion for technology while exceeding the General Assembly's goals and expectations.

Experience

BILL STATUS, MARY LAND GENERALASS EMBLY (DLS); ANNAPOLIS, MD - 2010-PRIS ENT

- Edit and draft the Legislative Session's publications.
- Manage and create weekly hearing schedules.
- Update Session and Hearing information on Mapper and LR Bill Status applications.
- Regularly update Bill and LR information.
- Listen live to Session proceedings asserting the correct information on the MGA website.

ASSISTANT, IS LAND PRINTS HOP: STEVENS VILLE, MD - 2009-2010

- Assisted in the design and graphic process of a professional printing company.
- Managed the front desk and customer service to help clients achieve their design goals.
- Assured that orders were delivered before or on the expected dates.

MANAGER, MIKES MOBILE MARINE SERVICES: ANNAPOLIS, MD - 2003-2005

- Head supervisor of on site operations.
- Accountable for meeting and exceeding the standards of a competitive boating industry.
- Managed supplies receivables.

Education

Betamore Academy, Baltimore, MD. Back End Web Development with Ruby and Ruby on Rails - Currently Enrolled.

Salisbury University, Salisbury, MD. Bachelor of Fine Arts, Mass Media Communications; Minor in Psychology - 2008

Skills

HP Printers; Microsoft Office 2007-2013; Mapper; LR-Bill Status; Documentum; Daily Synopsis Software; Python; Ruby; Ruby on Rails; CSS3; HTML5; Git; Javascript; JQ uery; Bootstrap; SQLlite; Linux; Windows; OSX.