

# Stephen Scott Moore

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## Experience

### *Information Technology Coordinator*

2017-present **Ion Business Strategies**, Denver, CO

- Designed, set up, administered, and performed trouble shooting for information technology and audio-visual needs for annual conference of over 500 participants.
- Created and maintained on-line registration websites for clients' annual medical conferences.

### *Web Developer (Contract)*

April – July 2015 **Charles Schwab**, Lone Tree, CO

- Maintain and update Schwab's Human Resources website.
- Inventory all HR web content including pages, documents, and content owners in preparation for the migration from TeamSite (content management site) to SharePoint.
- Handled Help Engine request tickets, fulfilling web update requests and granting access to restricted areas of the SharePoint site to new employees.
- Inventoried all group and user permissions on Schwab's SharePoint site and made recommendations streamlining the number of groups.
- Created a 10-page tutorial for updating web content in TeamSite.
- Created a 28-page tutorial for updating web content in SharePoint.
- Cataloged and corrected errors throughout the entire Human Resources website including broken links and formatting errors.

### *Technology Coordinator*

August 2005 – June 2014 **University of Colorado Area Health Education Center (AHEC)**, Aurora, CO

- Serve as LAN Administrator for Colorado AHEC
- Daily management of the Colorado AHEC website hosted in a Microsoft SharePoint platform.
- Develop and maintain several database-driven registrations applications for Colorado AHEC Program (National Western Stock Show, Annual Preceptor Conference, Student Housing, etc.) on Microsoft Access, MySQL and SQL Server database platforms.
- Desktop software and hardware support for AHEC System Office staff both on-site and to the 5 AHEC offices throughout the state.
- Setup and manage AHEC web server used for online program registrations and install and maintain MySQL database used for online registrations.
- Develop and maintain a database-driven Endoscopy training site for the School of Medicine.

### *Web Services Manager*

July 2003 – July 2015 **University of Denver, Department of Recreation**, Denver, CO

- Daily management and upkeep of Recreation Department website including continual work with program managers to ensure correct and timely information at all times.
- Create and publish monthly e-newsletters to all Division of Athletics and Recreation staff
- Creation and implementation of web surveys for program customers
- Develop new dynamic database-driven monthly newsletter for all Recreation programs.
- Research and implement new web technologies into the Recreation website.
- Monitor and report Recreation website statistics.
- Participate in and lead several marketing teams including Web-Trac team and marketing teams for Recreation, Coors Fitness Center and Youth Activities.

## **Education**

*University of Denver, Denver, CO*

- M.S. Computer Information Systems – Web Design and Development Technologies, 2004

*University of Southwestern Louisiana, Lafayette, LA*

- B.S. Exercise Science, 1998

## **Technical Abilities**

- Microsoft SharePoint
- HTML and Web design programs such as: Macromedia Dreamweaver, Microsoft Front Page, WordPress, and Hot Metal Pro
- TeamSite Content Management
- Windows Operating System
- Microsoft Office
- Adobe Photoshop
- Adobe Acrobat
- Cascading Style Sheets
- Ruby on Rails
- ASP
- PHP
- Ruby on Rails
- Postgress
- SQL
- MySQL (database)

## **Awards and Achievements**

- Fifth degree black belt in judo
- Head coach of the US Paralympic Judo program
- Head coach at Denver Judo
- 2010 United States Olympic Committee Paralympic Coach of the Year
- 2004 Paralympic Games – Bronze Medal

- 2001 Keynote Speaker at Graduation, New York Institute of Special Education
- 2000 United States Association of Blind Athletes Athlete of the Year
- 2000 Paralympic Games – Gold Medal
- 1998 IBSA World Judo Champion
- 1998 United States Association of Blind Athletes Athlete of the Year
- 1996 Paralympic Games – Bronze Medal

## **References**

*References are available on request.*