

SOLE PROPRIETOR
SUMM

Experienced Computer Programmer, Teacher, and Manager seeks Sales Position.

Skills

I can teach almost anything to almost anybody.

"Herding Sheep": Years of work for an all volunteer 501c3 non-profit organization has taught me how to persuade people that a certain course of action is in their best interest. Also very good at motivating volunteer workers.

Excellent General Management Skills

Superior Computer Skills

Very Quick to Learn New Information

Summary of Qualifications

- **Communication and Management Experience**

- Over 40 years experience with direct instruction, from one-on-one with individuals to normal class sizes. (See Class List, attached.)
- Public Speaking - Have addressed groups ranging in size from 100 to 1,000.
- Committee Organization - Have worked on all aspects, including member selection, identifying goals, assigning work, choosing meeting locations, chairing meetings, and presenting findings. â–
- Recruit, manage, and motivate volunteer workers, from teachers of various arts and sciences to local office holders to event planners.
- Exceptional written skills. (See attached example of technical writing.)
- Direct marketing within big box stores. Present customers with product samples and the information necessary to determine whether that product will fit into their lifestyle.

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- **Other Skills**

- Forms design
- Photography

Computer Skills:

- Equally at home on Mac and PC Computers. âœ´
- Hardware: Any Desktop, any Laptop, iPad, iPhone, Android Tablets.
- Office Software: MS Office Suite, especially Word, Excel, OneNote, PowerPoint, and Access. Apple Office Software, including Pages, Numbers, and KeyNote. âœ´
- Intimate knowledge of most web browsers, including Internet Explorer, Chrome, Safari, and Firefox. âœ´
- Social Media: FaceBook and Google+ âœ´
- Operating Systems: all versions of Windows, up to Windows 7, iOS 8.2, OS X Yosemite. âœ´ âœ´
- Web site design using: HTML, CSS, Adobe DreamWeaver, Drupal, Joomla, XCode,
- Relational database design and implementation on multiple platforms, including SQL and SQLite âœ´
- iOS programming for iPhone and/or iPad
- Advanced PhotoShop Skills

Experience

Sole Proprietor Jan 2011 to Current
Riskalyze 1/4 Auburn, CA

I have performed a wide variety of services for clients, to include, but not limited to:

- Web design, programming, and implementation.
- Individual tutoring in computer usage and mathematics.
- Mystery shopping.
- Gas Station audits.
- Designing, creating the patterns for, helping the client select the fabrics and trims, and then sewing a complete 14th Century starter wardrobe.
- Adapting multiple designs for tablet weaving and creating a baldric or belt from that design.
- Personal assistant work. For example organizing comic books, researching the best computer printer for a client's needs, or searching the internet for headhunting companies and cold calling them.

Event Specialist Sep 2014 to Current
Geo Group Inc. 1/4 Monroe , LA

Direct marketing within big box stores. Present individuals and groups of customers with product samples and the information necessary to determine whether that product will fit into their lifestyle. Products marketed were primarily foodstuffs, but also included toys, laundry detergents, vitamins and consumer electronics.

Kingdom Minister of Arts & Sciences Feb 2011 to Mar 2013
City Of Chicago, IL 1/4 Chicago , IL

Volunteer position: Manage, administer, promote, and improve participation within all areas of Medieval and Renaissance Arts and Sciences for participants in South Carolina, North Carolina, Virginia, DC, and Maryland. Nearly 50 local branch officers reported directly to me, plus 12 deputies. I recruited and warranted officers for vacancies; collected, collated and summarized quarterly reports, which summaries were sent up to the Corporate Officer; migrated the reporting system to the internet, making it easier for my local officers; instituted a notification and reward system to encourage local officers, who are volunteers, to submit reports in a timely manner; administrated the mailing list; recruited and chaired a committee that re-designed the standard judging form for Arts & Sciences competitions, and instituted criteria for nearly 50 different disciplines; chose and trained my successor.

Web Designer / Programmer Jan 2011 to Jun 2012
Birchland Jewelry Designs 1/4 City , STATE

Web Designer/ Designed and implemented a new Web site for a jewelry designer. Incorporated photographs of birch trees taken on a visit to Walden Pond to coordinate with the company name.

Shift Supervisor Jan 2005 to Jan 2012
The SCA / Pennsic University 1/4 City , STATE

Volunteer work. At Cooper's Lake Campground for two weeks every summer. Provided information about classes and class schedule changes to students and teachers at the Pennsic Univerity, for 2 weeks each summer. Supervised two other workers, kept the University Point computer updated, kept the class change information board updated, provided teacher orientation.

Web designer, programmer, and photographer Jun 2009 to May 2011
Concord High School 1/4 City , STATE

Internship. Designed, presented, edited and implemented a new website for the Concord High School Band. I also trained the Content Manager in how to upload new posts and edit old ones..

Programmer/Analyst Jun 1984 to May 1986
Society For Worldwide InterBank Financial Transactions (S.W.I.F.T.) 1/4 City , STATE

Programming in Algol on a Burroughs A4 Mainframe. Significant work in Telecommunication, Quality Assurance, and documentation.

Memberships

The Society for Creative Anachronism - A hobby group with its focus on education and research through re-creation. A 501c3 non-profit organization.

Education

Certificate , iOS Boot Camp 2012 The Big Nerd Ranch 1/4 City , State , USA

Computer programming for the iPhone and iPad.

B.S. , Computer Science 1978 Union College 1/4 City , State , US

â– B.S. Cum Laude in Computer Sciences. At that time the degree was considered to be an Inter-departmental Degree in both Mathematics and Electrical Engineering.

Not enrolled in a degree program, Web Design Rowan-Cabarrus Community College 1/4 City , State , US

â– Web design courses at Rowan-Cabarrus Community College, Salisbury, NC. (GPA 3.85). Attended from 2009 to 2011.