



MICHAEL DAVIES

- @ Email: mdavies2857@gmail.com
 - Cell: (403) 619-5469
 - Home: (403) 247-2857
 - 7351 Silver Mead Road NW, Calgary, AB, T3B 3V1
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EDUCATION:

EdX - Online Courses - Expected Graduation: Late 2016

- Computer Science - Primarily focused on Web Development

Mount Royal University - Calgary, Alberta, Graduated in 2013

- Bachelors of Small Business and Entrepreneurship program

TECHNICAL SKILLS:

- C++, Javascript, Ruby, and Python programming
- Web design in HTML on Dreamweaver and Microsoft FrontPage
- Microsoft Excel, Word, and Pages for OSX
- Windows operating systems, Mac OSX, and Linux
- Presentation building in PowerPoint and Keynote
- Adobe Photoshop, Illustrator, and Maya
- Emerging technology adaptation of mobile applications and leading trends
- Social media savvy on LinkedIn, Facebook, Instagram, twitter and other platforms

EMPLOYMENT:

Aussie Financial Services, Calgary, AB, January 2015 to present **[Technical Business Associate]**

- Assists in the creation of powerpoint presentations for current and prospective clients
 - Provides technical support with regards to cloud computing and document management
 - Searches for and implements use leading edge mobile applications that assists with presentations
 - Creator and active administrator of social media platforms for expanding online presence
 - Network and device connectivity troubleshooting and general IT support activities
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XEROX - Segue Systems, Calgary, AB, May 2014 to December 2014
[Account Executive]

- Analyzed customer needs and requirements and tailoring solutions accordingly
- Maintained sales activities; phone calls, appointments, proposals and database management.
- Developed proposals documenting current requirements, costs analyses and proposed solutions.
- Performed quarterly account reviews with customers to ensure accurate assessment levels.
- Prepared daily/weekly action plans to ensure focused activity to meet or exceed revenue goals
- Served as first line of contact with customers, responsible for completing contracts on each sale.
- Assisted companies in understanding the value of advanced technological products and software.
- Developed strong customer relationships.

Eyemail Inc., Calgary, AB, January 2013 - March 2015
[Marketing & Business Development Associate - Position required for final year Directed Field Study of Bachelor's Degree]

- Constructed a professional marketing plan for the Canadian side of EyeMail Inc.
- Actively prospected new clients within Calgary
- Face to face presentations to potential angel investors in order to further portal development
- Prepared daily/weekly action plans to ensure focused activity.

Canada Olympic Park, Calgary, AB, October 2010 - March 2014
[Snowboard Coach / Instructor]

- This coaching position put me in a leadership role, mentoring athletes at a competitive level
- Provided coaching at slope style competitions and border cross races
- Teamwork with other coaches in the academy was required to
- Directing the team of athletes in a time effective time to train across a number of skills throughout the entire season
- Certified level by the Canadian Association of Snowboard Instructors for level 1 & 2 instructing

References available upon request.
