

Frank Natoli
Contact Info Upon Request

Experience & Skills

- Maintenance & Updating of Ellucian CRM database for YSU Office of Alumni Engagement.
- Preparing alumni data reports on career, contact, and education info for Alumni Chapter Presidents, Deans, Professors, Faculty, & Staff at YSU using Ellucian CRM, LiveAlumni, Access, Excel, and SQL.
- Data collection in University Alumni Engagement & Applied Behavioral Analysis (ABA) settings.
- Strong written and oral communication skills including: data reporting, project planning, thorough documentation of data reports and database updates, medical documentation, training documentation, & being a point of contact for patrons and customers.
- Informing decision making in both University Alumni Engagement & ABA settings.
- Collection, maintenance, analysis, presentation and documentation of behavioral data.
- Creating data collection forms to optimize field data collection.
- Training new employees in collection, maintenance, and documentation of data as well as company policies and practices.

Toolbelt

- Tools used in current position:
 - ✓ Microsoft Excel, Access, & Teams, Ellucian CRM & Banner, SQL, LiveAlumni, AlumniFinder.
- Tools and skills acquired through coursework at Youngstown State University:
 - ✓ C++, Java, SQL, various IDE's (default to Code::Blocks).
 - ✓ Principles of Object Oriented Programming, database best practices, code organization and documentation.
- Tools used in independent projects:
 - ✓ HTML 5, CSS, Atom, Mac OS, Raspbian OS, Windows OS, GitHub, GitHub pages.
- Tools used in previous position at The Knapp Center:
 - ✓ Microsoft Office Software, Proloquo2Go & other speech generating software, various tablets, SmartBOARD.

Employment

Youngstown State University	Data Administration Specialist I Dec 2022 - Present
The Knapp Center	Staff Trainer / Registered Behavioral Technician Jan 2017 - Nov 2022

Education

- Youngstown State University, Computer Information Systems master's; Fall 2022 - Present
- Youngstown State University, CSIS prerequisites; Summer 2020 - Fall 2021.

Course Work

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| Advanced Object-Oriented Programming - A | Network Concepts and Administration - A |
| Development of Databases - A | Data Structures and Objects - A |
| - Youngstown State University, Psychology B.A. / Mathematics minor; Graduation Fall 2016 | |