# Timothy Eaton HE/HIM

I possess more than 20 years of business, writing, and planning experience. I love to challenge myself and bring teams or companies together, facilitating cooperation and efficiency. I'm looking for a challenging new job where I can anticipate problems; communicate between staff, different departments, and clients; and brainstorm with a great group of people to grow the business.

#### **EXPERIENCE**

# Sup de Vinci | Rennes, France | 2023 – present Budget Teacher

- Teaching startup design and business budgets to younger programmers.
- Reviewing business plans and helping French programmers create assertive English presentations.
- Graded students to help obtain certification.
- Offering insights into how International companies work and how to deal with marketing, manufacturing, and growth.

# InterNACHI | Colorado & Philadelphia, USA | 2006 - 2023 Senior Director of Tech Operations | 2022-2023

- Met with other directors to discuss ideas and direction of the company.
- Contributed to company strategic goals with other directors.
- Helped each department to get what they needed to perform efficiently.
- Worked with individual employees to make their workflow faster, creating and assigning tickets to the development team.
- Met regularly with other directors to discuss plans and ideas for the future.

# Director of Software Development | 2018-2022

- Provided day-to-day coordination between strategic and operational levels, and supported each department with their goals
- Managed planning sessions to create timelines and assign tasks to 3-6 programmers.
- Reported to the CEO and other directors on progress and priorities – including switching priorities if necessary.
- Conducted HR duties with development team (hiring and firing, supporting, and teaching)
- Published update summaries on GitHub, our website, and our forum for the public.

#### CONTACT

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Paris, France Relocating to Geneva

#### **PERSONAL DETAILS**

Nationality: USA

Date of Birth: 23-05-1983 Marital Status: Married

#### **EXPERTISE**

- Anticipating problems and designing creative solutions.
- Attending to team's mental health and job satisfaction.
- Developing and managing databases.
- Understanding cost/profit analysis.

#### **SOFT SKILLS**

- · Lean Operations philosophy.
- Critical thinking.
- Attending to details.
- Conflict resolution.
- Background in mathematics and logic.
- Experience in different world cultures.
- Ability to communicate equally with shareholders, CEOs, governments, and clients.

## **RECENT PROJECTS**

- Writing material for a French business school.
- Starting new technical blog.
- Teaching how to create business plans.
- Editing PhD papers and abstracts for students in Switzerland and France.

## Senior Software Engineer | 2014-2018

- Began to oversee other engineers and assign tasks.
- Participated in team code reviews.
- Worked with government officials in the US and Canada for compliance with our learning management system.
- Collaborated closely with our education department as the company grew and began to get accepted by more countries.
- Developed education compliance code for state requirements.
- Developed multiple small business tools for online use.
- Provided documentation for clients and staff.
- Edited writing from employees for readability and understanding.

# Software Engineer | 2006-2014

- Answered tech support questions and talked to clients.
- Created tools to enhance the website experience.
- Worked on browser support for all features.
- Created an automatic online document signing application for contracts.
- Provided support through data statistics for other departments in the company.

#### Freelance Web Developer

Freelance / 2002 - 2006

- Designed websites and content management systems for various clients.
- Wrote advertising and other copy for the site.
- Created marketing strategies and logos for small businesses.
- Developed custom code for content management using PHP.

## **VOLUNTEER WORK**

# American Red Cross | Louisiana, USA | 2005 - 2006 Courier, Warehouse Manager, and Food Manager

- Volunteered to help with the Hurricane Katrina response, than was hired to stay.
- Delivered food and supplies to Red Cross and Federal Emergency Management Agency (FEMA), and makeshift shelters across Louisiana.
- Assigned with large-scale logistics and operations in stressful, underfunded situations.
- Worked with the US Army Reserves, FEMA, and other non-profit agencies to coordinate buying of food on a limited budget.
- Supervised distributing food to shelters with limited drivers.
- Assisted drivers in difficult situations by being on call to negotiate and calm both parties.
- Worked with psychologists to ensure the mental health of my department during the disaster.

## **Animal Caretaker**

Wild Spirit Wolf Sanctuary / New Mexico, USA / 2008 - 2009

- Took care of rescued wolves.
- Provided tours and education to visitors.
- Lead teams of volunteers to clean and repair buildings.

#### INTERESTS

- Passionate reader (at least two books a week – regarding history, science, technology, and fiction).
- · Creative writing.
- · Music & songwriting.
- Trekking & international travel.
- · Learning new languages.
- Math puzzles.

#### **LANGUAGES**

- English Native Speaker.
- French Intermediate.
- Spanish Beginner.
- Mandarin Low Beginner.