

**Objective:**

**Contract work in any of the following areas: database management, data analysis, application development, project management, software management.**

**Experience:**

**May 92 – Present      Independent Contractor      Application Database Development  
Microsoft Access / Visual Basic / SQL Server**

Manage the entire product lifecycle during the process of developing custom database applications for diverse clients ranging from City Government to single user. Analyze business and database needs, write specification documents, plan, design, develop, test, and document applications. Support and enhance as needed. Databases are primarily MS Access, both standalone or with a SQL Server backend. Expertise with Access is extensive, including complex reporting, SQL, and Visual Basic programming.

**See the Contract Project Summary on the following page**

**Oct. 88 – Apr. 92      Product/Site Manager      *UIS, Inc. (Parent Company, UIS, Ltd.)*  
Jan. 82 – Sept. 88      Product Manager      *Signal Technology, Inc.***

- Began in January 1982 as the sole programmer and technical support representative for PACS, a VAX/VMS Resource Accounting and Chargeback software product. Responsible for customer support calls, maintenance programming, and new product development.
- Became acting Product Manager in Apr. 1982.
- Promoted to full Product Manager in Dec. 1983. Hired, trained, and supervised software engineers, technical writers, customer support staff, trainers, and administrative staff.
- PACS became a market leading software product, with installations increasing from less than 100 to over 1000, a total revenue yield of over \$8 million, and an average maintenance renewal rate of 85%.
- PACS was acquired by UIS, Inc. in Oct. 1988. Continued with prior responsibilities plus additional site management responsibilities: office finances, facilities, supplies, services, and lease negotiations.

Other responsibilities included:

- Systems Analysis: hardware/software needs, customer requirements, and market trends
- Joint marketing negotiations, product literature, demonstrations, presentations
- Technical assistance to sales with direct customer and prospect contact; trade show attendance
- Project Management, from conception to release: proposals, schedules, budgets, status reporting
- Database Design and management for support, customers, and software development records

**Education:**

Master of Science in Electrical and Computer Engineering, University of California, Santa Barbara, CA  
Bachelor of Science in Environmental Science (Summa cum laude), University of MA, Lowell, MA  
Associate of Arts in Liberal Arts, Urban Studies concentration (Highest Honors), Bradford College, MA

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## Contract Project Summary:

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<b>Waste Collection/Trash Service Databases</b>	Developed two databases. The first tracks waste collection data as reported by trash haulers. The second reports on trash services provided with the data source being a SQL Server backend maintained by a separate application.
<b>Airport Patrol Database</b>	Developed for airport security personnel to log airport patrol activities and security breaches. The application includes an elaborate array of entry forms and system of navigation between forms. There is extensive reporting – including daily, monthly and performance logs.
<b>Lease Inventory Database</b>	Used in the management of city-owned rental properties.
<b>Inspection/Work Order Database</b>	Used to record cleaning service inspections and work orders. There is extensive reporting including reports for measuring cleaning staff performance and effectiveness. The application includes an optional interface to <i>ExpressTime</i> SQL Server data.
<b>Engineering Projects Database</b>	Developed for city government to track Engineering Projects. Reports include several Gantt chart displays, programmed in Access, which mimic the Microsoft Project Gantt chart but include extensive customizations.
<b>Inspection Database</b>	Developed for city government to record inspections of rental property owned by the city. Each property's inspection is recorded on a series of tabs – each of which focuses on a particular aspect of the property.
<b>Construction Databases</b>	Developed to manage construction jobs. Each construction job is broken down into its detailed components – from doors and walls to fixtures and appliances. For each component, cost and scheduled installation dates are recorded. A second database tracks project change notices.
<b>Students Database</b>	Developed for tracking student enrollment, histories and alumni for a Montessori School.
<b>Timecard Tracking Database</b>	Imports, consolidates and generates reports from data imported from <i>Express Time</i> and <i>PayChex</i> programs.
<b>Budgeting Application</b>	Consists of macros and procedures in Microsoft Excel for updating yearly project budgets and an interfaced with Microsoft Access for uploading and downloading data.
<b>Rental Housing Mediation Task Force Database</b>	Tracks renter inquiries and problems, and generates reports for City and County governments.
<b>Parking Lot Schedule Database</b>	Used in the scheduling of City Parking Lot attendants.
<b>P2000 Reports Database</b>	Access database which provides supplemental reports from the data tracked in the Johnson Control, <i>P2000</i> security SQL Server database.
<b>Compensation Database</b>	Developed to meet the requirements of a Fortune 500 company for handling employee compensation – including bonuses, merit increases, stock options, and retirement projections.
<b>Fleetfocus Motorpool Reports Database</b>	An Access database which provides numerous reports from the data tracked in the <i>Fleetfocus</i> motorpool SQL Server database.
<b>City Parking Databases</b>	Consists of several distinct applications combined into a single database. The applications include the handling of – parking violations, bus passes and various types of parking permits. Some of the applications were originally

	converted from older DOS databases (Dataflex, dBaseII, FoxPro) to Microsoft Access to meet Y2K compliance.
<b>Underwriting Database</b>	Tracks the Life Insurance Underwriting process
<b><i>CPASoftware</i> Reports Database</b>	Access database which provides numerous reports from the SQL Server data tracked in the <i>CPASoftware</i> accounting package.
<b>Complaint Tracking Databases</b>	Tracks citizen complaints. The database has been adapted for multiple city governments.
<b>Patient Care Database</b>	Developed to track patient wound-care statistics – diagnoses and progress.
<b>Calibration Tracking Database</b>	Manages the process of calibrating instruments and the certification of clean-rooms. The database includes entry forms for registering the receipt of instruments, for recording calibration measurement data, numerous reports including calibration forms, features for handling quotes, contracts, invoices, shipping and internal Purchase Orders. Originally developed in-house by the client but never completed, the database has been extensively enhanced and expanded.
<b>Preliminary Notice Database</b>	Handles the printing and tracking of preliminary notices sent to construction customers, lenders, general contractors and property owners.
<b>Manufacturing Database</b>	Part of a development team using both <i>Access</i> and <i>Visual Basic</i> . Application handles the entire manufacturing control process.
<b>Computer Training</b>	Conducted computer training classes: MS Word, MS Excel, MS PowerPoint, MS Access, MS Project, MS Windows, DOS, Lotus, WordPerfect
<b>Management Consulting</b>	Provided general management consulting services related to software development procedures and technical support processes. Evaluated database application development tools (dBASE IV, Recital, Oracle, MS Access) and subsequently developed a Sales/Customer database and Technical Support database.

**Program Staff Resources - April 2013**

Page	Project	Staff	Current Staff	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1	1000 Project 1000	1000	1000																		
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**Wound Management - Patient: Doe, John**

Patient Search: Doe, John

Patient ID: Doe, John

Admission Date: 12/1/99

DOB: 2/1/94

Gender: Male

Payer Type: Medicaid

Payment Type: ABC

Condition/Diagnosis: Diabetes

Historical Record: Delete

Consultant/Agent: Dr. Timothy Jones

Ordering Physician: Dr. Timothy Jones

**Vehicle Utilization Report: Form**

Choose Department: 1300

Choose Program: 1413

Choose Class: 1413

Choose Location: 1413

Class Type: Main

Vehicle Type: 1413

Date Range: 1/1/2009 to 12/31/2009

**Vehicle Utilization Report**

Active Vehicles Only

From: January 1, 2009 to December 31, 2009

**ADMINISTRATIVE SERVICES**

Prog	ID#	Year	Make	Model
1541	2060	2000	CHEVROLET	ASTRO VAN

**AIRPORT**

Prog	ID#	Year	Make	Model
7411	2333	2006	HONDA	CIVIC HYBRID
7412	2205	2003	HONDA</	