

Alex Culling
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EDUCATION

University of Lethbridge BSc. Psychology. Graduate December 2007

Degree provides a theoretical background in the understanding of learning, human and animal behaviours from studies in psychology and neuroscience, and a basic understanding of mental disorders. Other courses include: Chemistry, Physics (Physics courses focus in Astronomy), Education (includes practical experience), Introductory Japanese Language and Japanese Culture.

Mount Royal College Education Transfer Program 2004

Courses in Education and Educational Psychology include over 80 hours as a volunteer Teacher's Assistant in an Elementary classroom; a course on the use of computers in education includes development of a web quest. Additional Courses in Developmental Psychology and Archaeology.

Southern Alberta Institute of Technology Continuing Education Courses 2002

Courses in Website Design and Development providing experience with HTML 4.0, basic JavaScript, Cascading Style Sheets, Adobe Acrobat 5, Macromedia Flash and Dreamweaver MX.

Academically Provided Skills: Research, WHIMIS, planning, assessment, evaluating, presenting, supervising, training, resource adaptation, assisting, team work, organizing, problem solving, analyzing

LICENSES, CERTIFICATES AND SKILLS

Saint John's Ambulance Standard First Aid and CPR October 2007

Alberta Class 5 Drivers License March 2001

Restricted Radio Operators Certificate-Aeronautical July 1997

PROFESSIONAL, WORK, AND VOLUNTEER EXPERIENCE

City of Calgary, Customer Service and Communications Calgary Corporate Marketing & Communications - Web Services Current (Position held through Mark Staffing Solutions)

Various duties performed include: web archiving, transfer data from existing intranet site into new templates, web and communication research and analysis.

City of Calgary, Development and Building Approvals Calgary Commercial Circulation Customer Service Associate May 24-Aug 31 2007 (Position held through Mark Staffing Solutions)

Provide service and assistance to commercial plans examiners and interdepartmental staff by receiving, reviewing and updating commercial building permits, circulating files for review as required, monitoring file status and progression, receiving and processing additional information for review, and notifying customers when a permit is approved and ready for pick-up.

Island Inkjet Calgary Customer Service April 20-Aug 27 2006

Sales and customer service, troubleshooting, assessing customer needs. Refill inkjet cartridges.

Claresholm Elementary Claresholm Professional Semester I Student-Teacher Fall 2005

Instruction and assessment of Grade One students in Math, Science, and Computers, Teaching Assistant, assist students individually and in small groups, lesson planning, organizing, resource adaptation, supervision.

Sodexo University of Lethbridge Caterer September 5 2004-April 26 2005

Delivery driving, set-up, clean-up, food service, alcohol service. Returned to position in subsequent school years.

Mount Royal College Learning Skills Centre Peer Tutor January - April 2004

Tutor for introductory psychology and chemistry upgrading courses.

Iron Mountain Records Centre Specialist March 3 -August 27 2003

Retrieve and re-shelf boxes and files for clients, general warehouse duties. Filing.

Calgary Board of Education Distribution Services General Labour

Three work terms, **May 1-December 13 2002, May 1-August 21 2001,** and **May 18-August 24 2000.** Order picking, customer service, furniture mover, general warehouse duties. Substitute mailroom clerk on most recent term.

DND Cadet Detachment Edmonton Cold Lake Air Cadet Summer Training Centre

Senior Leaders Flight Staff (Camp Counsellor) July 3- August 22 1999

Supervision, instruct, assess, and assist 32 cadets aged 14-18. General office work.

Volunteer

J.A.M.S. Club University of Lethbridge Events Coordinator September 2001-April 2002

Organize, and oversee operation of weekly viewings and special events, and assist with club administration.

781 Calgary Squadron Royal Canadian Air Cadets September 1993-August 1999

3 years with the band, drill, and sports teams. Administrative Office Assistant and Instructor for weekend exercises in final year.

Experiential skill set: Customer Service, planning, organizing, filing, general office skills, assisting, assessing, supervision, evaluation, instruction, cooperation, tutoring, driving, shipping and receiving, mail room
