

Jennifer Lawrence

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Summary

A long running general interest in computers developed into a thirst for deeper knowledge and enrollment in the Technology Developer Program at ATI. Enthusiastic, reliable team-player who is looking to expand upon her current IT knowledge in the areas of web site development, database design & administration and network administration.

Technical Skills

Network Administration

- Basic UNIX System Administration
- NT Server, Workstation
- TCP/IP

Database

- Database design in Oracle, Microsoft Access and [MySQL](#)
- Oracle forms and reports
- PL/SQL
- Windows and Linux-based [MySQL](#) clients

Software Development

- Visual C++
- Visual Basic

Other

- HTML
- Active Server Pages
- Paint Shop Pro 4, 5 and 6 for [web graphics](#) and presentation needs.
- Simply Accounting
- Microsoft Office 97 Suite - *Word, Excel, PowerPoint*

Soft Skills

- Rated at a level of excellence by the Algonquin College Communications Task Force in presentation skills, writing skills and use of electronic tools for communication purposes. 1998
- Thrives in a changing environment.

Education

Technology Developer Program
[Algonquin Technology Institute](#)

Graduated 1999

Business-Accounting
[Algonquin College](#)

1997 to 1998

Completed first year of two-year program with G.P.A. of 3.84/4. - Deans Honour List

Economics
[University of Ottawa](#)

1994 to 1996

Achievements/Projects

Content Management Application Implementation:

Worked with designers and producers of content to create an implementation of the Dynabase content-management application to suit their needs. Revised plan throughout implementation to take advantage of possibilities afforded by the application.

The Canadian Celebrities Site:

Created April 1997, 5 awards, over 60 000 hits.

Developed through conception to current day. Majority of pages created with use of a text editor.

Wide Area Network:

In a team of six developed a plan to provide interconnectivity of four local area networks to facilitate efficiencies in shipping and manufacturing and establish an Internet presence for a simulated wholesale business.

Oracle Database Design:

Worked in a team of six to create a database solution using various forms and reports for a simulated service-based business to facilitate easy entry and retrieval of information on projects, contractors, clients and invoices.

Special Dates Reminder:

An application written in Visual Basic which stores event dates in an Access 97 database and allows for insertion, deletion and categorization of such events. Tri-lingual language support.

Video Store Point of Sale Application:

Worked in a team of three to create a point of sale application for a video store using Visual C++ and Microsoft Access 97.

Work/Volunteer Experience

Web Solution Developer - [Sympatico-Lycos Inc.](#) 2000 to Present

- Engineering lead on YellowPages/PagesJaunes.ca release 1.2 and 1.3.
- Member of the Product Development team involved in development of technical solution for creation of micro-site development.
- Creator of entity relationship diagrams for development of a MySQL database. Updated diagram, and database itself, as programmer's requirements expanded throughout project development.

Technical Support Specialist - [Compaq](#) 1999 to 2000

- Troubleshoot software and hardware issues for North American home and office users of Presario models.

Service Supervisor - [Cineplex Odeon](#) 1992 to 1999

- Supervise all aspects of concession operations from inventory control and merchandising to creating cleaning schedules and co-ordinating staff breaks.
- Charged with tracking employee sales for promotional contest to increase revenue per patron.

Leader of 195th Sparks Unit - [Girl Guides of Canada](#)

1998 to 1999

- Plan meetings and excursions.
- Ensure the goals and mission of Sparks and the Girl Guides of Canada are re-enforced through activities.

Associate Manager - Carmichael's Haberdashery

1994 to 1997

Languages

Completely fluent in English.

Reading and writing skills at a basic level in French. Good French oral communication skills.

Contact Info

email: jen_nifer@gurlmail.com

Downloadable Resumes

Formats: [Text](#) .txt

[MS Word 97](#) .doc

[HTML](#) .html

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