

Name

000 Happy Way Court
West Columbia, South Carolina 29170
(000) 000-0000 (h) (000) 000-0000 (w)

EDUCATION

University of South Carolina Columbia, South Carolina
Master of Science in Business Administration, August 2002

University of South Carolina Columbia, South Carolina
Bachelor of Science in Computer Science, May 2000

- Senior Project: Software development; Text Processing; Operating systems design; Database systems design and development

TECHNICAL SKILLS

Well versed in dos, windows 3.11, 95, 98, NT and 2000, including network configuration and workstation security; extensive knowledge of access technology for the blind including screen readers, OCR to speech systems; braille translation software; intermediate knowledge of LAN; keyboarding speed - 70 words per minute.

EXPERIENCE

Information Technology Consultant, Thomas Cooper Library Computer Lab June 1997 - Present
University of South Carolina, Columbia, South Carolina

- Provide training and technical support to students in the adaptive devices lab
- Review and order hardware and software
- Provide routine equipment maintenance, troubleshoot equipment and program malfunction, as well as maintain workstation security and integrity
- Recommend new hardware and software as well as propose changes to the network to insure the successful implementation of the proposed recommendations

Teaching Assistant, Access Technology for Teachers of the Visually Impaired June 2000
SC School for the Deaf and the Blind, Spartanburg, South Carolina

- Provided instructional and technical support for 3-hour graduate class for the Citadel comprised of public and residential school teachers and co-sponsored by the SC Department of Education and the SC School for the Deaf and the Blind
- Assisted with setting up hardware, installing software and troubleshooting technical problems with workstations and the network
- Provided direct support in the classroom

RELATED ACTIVITIES

Member of the Student Division, National Federation of the Blind
Technology Committee, National Federation of the Blind, South Carolina Chapter

