

DONNA CARNDUFF

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EMPLOYMENT

University of Tennessee, Knoxville, TN. Web Application Developer. Innovative Technology Center (ITC). Responsible for programming for ITC operations and reporting. Maintaining and customizing Blackboard. Basic Unix and Linux server administration. Consult with diverse clientele of instructors, graduate teaching assistants (GTA's), and staff regarding their technical support questions and Web programming needs. Create and maintain interactive and dynamic information and educational Web sites. Write custom scripts as requested. Research and train on new technologies. Design and teach ITC workshops for instructors, GTA's and staff. February 2001-current.

Board of Regents, Tallahassee, FL. Senior Programmer/Analyst. Responsible for computer support and programming for State University/Board of Regents support applications on the IBM mainframe and PC. Designed, developed, coded, tested, debugged, distributed, and maintained software applications and databases with SAS/MVS, Natural, CICS, COBOL, SQL on DB2, ADATABASE, VSAM and flat files under MVSJCL, ISPF/TSO/CLIST. Participated in the establishment and meeting of specific deadlines related to maintenance, extension and development of software, reports, data extraction and documentation for the Board of Regents' financial, budget and personnel database files. Assisted Board of Regents' personnel, accounting and payroll departments in identifying problems and implementing solutions on their data entry and data requests. Routine responsibilities included: regular and supplemental payroll processing, audits, EEO reporting, leave accrual, archiving data files, nightly batch processes, documentation on local intranet, fiscal and calendar year end processing and preparing select submissions to external agencies on behalf of the Board of Regents to include yearly financial statements, operating budget, annual pay increases, property inventory management, and purchasing. June 1998-Aug 2000.

Clovis Community College, Clovis, NM. Programmer/Analyst. Languages used: FOCUS and COBOL on VAX platform. Managed PBX system for entire college. Part-time instructor of computer classes. June 1990 - July 1994. Full-time instructor. January - June 1990.

EDUCATION

University of Tennessee, Knoxville, TN. Master of Science in Instructional Technology and Educational Studies. Courses include: Instructional Systems Design, Digital Motion, Multimedia Instruction, Trends and Issues in Education, Instructional Theory and Design and Research in Curriculum and Instruction. GPA 4.00/4.00. August 2005.

Florida State University, Tallahassee, FL. WebMaster Certification Program through FSU's Center for Professional Development. Courses completed: Beginning HTML, Advanced HTML, Web Graphics and Design, E-Commerce, Cold Fusion, Java Survival Skills, Mastering the Internet. Webmaster certified Aug 2000.

Christopher Newport University, Newport News, VA. Bachelor of Science in Information Science. Major: Management Information Systems. GPA: 3.54/4.00 cumulative, 3.75/4.00 in degree work (departmental honors). May 1988.

SKILLS

Computer: Macromedia products, Adobe products, Microsoft Office products, Perl, PHP, Java, Javascript, Unix, Linux, MySQL, CGI, XML.

Other: Private Pilot License, Golf, Organist, Cross-Stitch, Singing Barbershop

REFERENCES

Available upon request.