

Summary

- Demonstrated ability to solve difficult problems creatively while leveraging technology
- A decade of experience as an IT professional in the niche specialty of automated software distribution
- Effective written/oral communication skills developed over 15 years volunteering in the personal growth field
- Excellent technology skills

Education

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| 2008 | Presidio School of Management , San Francisco, CA
MBA in Sustainable Management |
| 1988 | Rutgers University , New Brunswick, NJ
B.A. in Computer Science |

Professional Experience

Business/Sustainability Clients

Macrocosm, MBA Final Project

Integrative Venture Plan including Financial Model, Marketing Plan, Strategic Management Plan

One of only three projects chosen to present at Presidio's school-wide Venture Showcase

- Developed a complete, proprietary, new business concept based on original, customer-focused research
- Utilized Outcome-Driven Innovation (ODI) to develop product features based on customer needs
- Completed five-year financial projections, competitive analysis and marketing/branding statements

AngelPoints, Inc., Sausalito, CA

Strategic Management Plan and Financial Plan

- Facilitated a sustainability-focused strategic planning process for AP's new software product
- Utilized Scenario Planning, SWOT analysis and Blue Ocean strategy analysis
- Researched and wrote a comprehensive finance plan for the software project.

XtremeHomes, LLC, Oroville, CA

Operations Plan

- Researched and wrote an operations plan for the custom-design business of a Prefabricated Modular Home Manufacturer specializing in Green Building
- Operations plan included suggestions for how to make operations more environmentally friendly

The Port of San Francisco, San Francisco, CA

Business Case Study - Pier 90-94 Backlands Development Project

- Conducted research on potential uses for the site as an "Eco-Industrial Park"
- Produced a professional video that the Port is using to communicate these concepts to its stakeholders

Urban ReVision, Oakland, CA

First Place Team: Re:Volt Design Competition (\$2,000 prize)

- Winning design presented new concepts for how to power a city block. Examined in three stages, each focusing on energy, transportation and water, this bold plan envisioned the city block as a living cell

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Information Technology Professional: Senior Packaging Engineer

1998–2008 Over ten years experience as a Professional IT consultant skilled in automating software installation processes saving companies tens of thousands of dollars in infrastructure maintenance costs

List of clients:

Levi Strauss & Company, San Francisco, CA
Charles Schwab, Inc., San Francisco, CA
Diageo, Inc. (Guinness UDV), Stamford, CT
Phillip Morris, Inc., New York, NY
Unilever, Inc., Mount Olive, NJ

Kaiser Permanente, Walnut Creek, CA
Federal Home Loan Bank of SF, San Francisco, CA
Fifth-Third Bank, Cincinnati, OH
Credit Suisse First Boston, Inc., New York, NY
Morgan Stanley Dean Witter, New York, NY

Computer Skills:

- Wise Package Studio and WiseScript
- Windows XP, 2000 operating systems
- Windows system registry
- Conflict management; validation
- Office: Word, PowerPoint, Excel, Visio
- MSI technology
- Scripting with VBScript, Batch scripts
- SMS, Marimba and IBM Tivoli
- Technical documentation and workflow
- PC and Mac

Volunteer Past & Present

Community Coordinator

Americans for Fair Taxation, Houston, TX

Local coordinator for Contra Costa County in the drive to pass the FairTax Act of 2005 (H.R.25)

- Organized informational meetings to raise awareness, recruit new members and coordinate volunteers
- Educating congresspersons and their staff on the benefits of the FairTax legislation
- Promoted the FairTax on the Internet through bulletin board postings, social networking websites, distributed computing and editorial writing

Personal Coach

Landmark Education Corp, San Francisco, CA

The Self Expression and Leadership Program

- Provided guidance and leadership to groups of four participants during a four-month personal development course
- Successfully advised participants on how to apply Landmark's technology to various life situations
- Guided participants in completing community-based projects, including an organic farm, a mountain biking club, video documentation of WWII veterans' oral histories, and a young person's golf event

Production Supervisor

Landmark Education Corp, San Francisco, CA

The Forum, The Advanced Course, The Seminar Program

- Led teams of three to ten volunteers in all aspects of production for three-day and ten-week courses
- Effectively delegated assignments to accomplish tasks such as audio, seating, handouts course leader support and communications for classes including up to 300 participants.
- Consistently maintained a high level of accuracy and participant satisfaction