

BEATRICE JACQUES

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CAREER OBJECTIVE

Seeking challenging opportunity in the area of information technology as programmer / analyst.

SUMMARIES

- Attained 7 years extensive experience in information technology including full life-cycle development.
- Acquired experience in application and database administration, reports development, maintenance, testing, quality assurance and customer support.
- Fast learner with the ability to adapt to new situations and technologies and make strong contributions quickly. Strong interest in working with innovative, cutting-edge technologies.

PROFESSIONAL EXPERIENCE

- ◆ **Programmer Analyst** – STATE OF MAINE Professional & Financial Regulation 06/03 – present
Agency Licensing Management System Development, Maintenance and Support
Responsibilities: assist in system development, maintenance, documentation and support; install, monitor, maintain and troubleshoot custom applications, data conversion and cleanup, implementation and configuration changes using XML/XSL, SQL, PL/SQL; advanced forms and reports development using Crystal Reports. Provide application testing, quality and performance analysis.

Oracle 10G Database Administration
Responsibilities: maintain Oracle backend databases; monitor database health and performance; create and maintain schemas, tablespaces and user accounts; planning and implementing effective Backup and Recovery mechanism; manage installation and configuration of client and development systems; implementation of server upgrades and database migrations.

Programmer
Analyze, design and develop custom applications using .NET technologies; review and analysis of user and system requirements; establish and document build process; implement source control system; research, install and configure enterprise level web applications; modify and create custom reports; design and development of Department Internet and Intranet sites; setup web development & production environment.
- ◆ **Web Designer and Developer** - PINNACLE DEVELOPMENT GROUP, Maine 11/01 – 06/03
Duties included: developing and managing web site, programming web applications, user instruction, desktop publishing, design & development of marketing materials for newspapers, email broadcasts, mailings & brochures.
- ◆ **Webmaster and Administrator** - LOGOLOGIC.COM, Bingham, Maine 01/98 – 08/05
Responsibilities included: project management, web design and development, web promotion and marketing, search engine optimization, increased traffic from search engine results; evaluation, configuration and management of web hosting services; web application programming, maintenance and configuration of systems and application tools; managed bookkeeping and payroll system.
- ◆ **Special Projects Assistant** - UNIV. MAINE FARMINGTON, Webmaster's Office 05/01 – 05/02
Web design and development using technologies such as HTML, CSS, JavaScript, Perl, PHP, MySQL and Oracle. Created, tested, analyzed and edited entire site such that pages maintained faster loading, constant search capability, targeted navigation structure, streamlined look, and followed accessibility guidelines. Co-wrote and edited user and technical documentation. Provided technical support for UMF staff and students.
- ◆ **Computer Engineer** - RO ET CO INTERNATIONAL Co., Romania 06/96 – 04/97
Responsible for engineering, implementation and management of IT projects; analysis, design, testing, debugging, quality control and assurance. Installed, configured, deployed and maintained application and software.

TECHNICAL SKILLS

OPERATING SYSTEMS	MS-DOS, Windows 9x / ME / 2000 / 2003 / XP, UNIX (AIX, Linux)
LANGUAGES	SQL, PL/SQL, ASP.NET, VB.NET, HTML/DHTML, XML, XSL, CSS, JavaScript, PHP, ASP, ColdFusion, VBScript
DATABASES	ORACLE 8.x, 9.x, 10G, SQL Server, ACCESS, MYSQL
DEVELOPMENT TOOLS	Visual Studio.NET, DBA Studio, Oracle Enterprise Manager, Oracle 10G, SQL Plus Worksheet, Crystal Enterprise, Toad, Vault, MS Visio, XMLSpy
REPORTING TOOLS	ACCESS, Crystal Reports.
GRAPHICS & MULTIMEDIA TOOLS	CorelDraw, Corel Presentation, MS FrontPage, Macromedia Dreamweaver Adobe Package (Photoshop, ImageReady, Illustrator, Acrobat, PageMill)
MS OFFICE SUITE	Word, Excel, Works, Access, Outlook, PowerPoint, Project, Publisher

EDUCATION AND PROFESSIONAL TRAINING

ORACLE 10G ADMIN I	Capitol Computers, Augusta, ME	2007
ORACLE 10G ADMIN	VTEC Technology Education Center, South Portland	2006
INTRO TO VB.NET with MS.NET	VTEC Technology Education Center, South Portland	2005
CRYSTAL REPORTS COURSE	VTEC Technology Education Center, South Portland	2003
MS ACCESS COURSE	Kennebec Valley Technical College, Fairfield	1999
B.A. COMPUTER SCIENCE	University of Maine at Farmington <i>Honors - Deans List; Graduated Cum Laude; GPA 3.73</i>	2002
B.S. COMPUTER ENGINEERING	University of Electronics and Industrial Automation <i>Romania; Graduated Cum Laude; GPA 3.60</i>	1996

REFERENCES

Available at request.