

## Doyle Cozadd

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### Profile

Liaison with technical product developers to troubleshoot and customize databases, websites and bulk-email systems. Passionate teacher with experience in high school classroom and lab, industrial chemistry and software customization and documentation. 20 years experience with individual and small-group end-user support. Flexible and versatile, adapting quickly to changing business demands. 15 years web maintenance

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### Skills

Formal and informal teaching and presentations, training, end-user support, technical documentation; MS Office; database management; Crystal Reports; publication layout, Photoshop, Quark, FOCUS mainframe language; html, Dreamweaver, basic PC and consumer electronics troubleshooting and repair

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### Professional Experience

**Database Creation and Customization:** Computerized Washington University's INS forms processing for international students and scholars, including interfacing with the University Student Information System and Financial Information System. English as a Second Language testing results were also included.

**Database Management:** FOCUS mainframe language, MS Access, Raiser's Edge and other proprietary databases

**Technical Writing:** Data dictionary and end-user documentation, articles for print and web publication, copy editor for Psychology textbook

**Technical Support:** end-user application support and documentation. Variety of programs including MS Office, Photoshop, Quark, proprietary databases, Crystal Reports and web development, as well as first-level hardware issues.

**Development Research:** corporate and philanthropic trends, strategic analysis regarding potential and current sponsors, students and alumni constituencies; statistical analysis of surveys and other data

**Guest Lecturer** (university-level classes): photojournalism, art & philosophy/religion, self-defense

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### Employment History

5/2002 – 6/2007	<i>Habitat for Humanity St. Louis</i>	Development/Database Associate, Staff Photographer
10/1998 – 4/2002	<i>Consortium for Graduate Study in Management</i>	Associate Director of Research
1980-2002	Jane Lœvinger, Washington University	Dept. of Psychology Consultant/Research Assistant
1988-1997	<i>Washington Univ. Intrn'l Office</i>	Documents Coordinator/Technical Support/Newsletter Co-editor
1984-87	<i>Siegel-Robert Plating Company</i>	Chemist
1980-83	<i>Northwest R-I High School</i>	Chemistry Teacher/Cross-Country Coach

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### Education

<i>Truman State University</i>	1980	BS.Ed. in Chemistry (cum laude)
<i>Central Christian College of the Bible</i>	1997	B.A. in ministry
<i>Missouri Tech</i>	2009	<i>Electronic Service Technician Diploma</i>
	Currently enrolled	<u>AA in Electrical Engineering</u>

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### Community

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