

Curriculum Vitae - Maureen Gillis

1. General Details

<u>Name:</u>	Maureen Gillis	<u>Address:</u>	Blake House
<u>Status:</u>	Permanent Resident		Cousins Piece
<u>Date of Birth:</u>	30.12.66		Chearsley
			Bucks, HP18 0EY.
		<u>Phone:</u>	h (01844) 208 742
			m (07710) 417 268
		<u>E-mail:</u>	maureen@untangledweb.co.uk

2. A bit about me

I am looking for a challenging role in web based database application development. I am a very logical, organised, thorough and outgoing person and have found over the years that relational databases and application development for them are just my thing. It doesn't matter what the database is or the language used to access it – in fact the more variety the merrier. As you can see by my skills list – new languages and databases are not a problem for me.

Early in my career I worked for IBM for 5 years, until I took a voluntary redundancy in order to travel the world with my partner. For the next 8 years I worked as a contractor as we liked to do 2 months trips to places like Africa when we did travel and that just wasn't possible as a permanent employee. Eventually, the novelty of catching diseases and living out of backpacks in Third World countries well and truly wore off. I did an M.A in Electronic Media in 1999 to investigate the world of Internet and Multimedia and see if it was for me. I found it is, particularly in the area of creating highly usable database-driven web applications and I continue my search for a stable but challenging web based job, for a solid company.

3. Education

Secondary: Cerdon College, Merrylands, NSW, Australia.
Higher School Certificate 1984.
Aggregate 414/500. Top 10%.

Tertiary: University of Technology, Sydney, Australia.
Bachelor of Applied Science (Computing) 1990.

Oxford Brookes University, Oxford, U.K.
Master of Arts in Electronic Media 1998/99

4. Skills Summary

Internet Database & Programming Skills -

ASP 2 & 3.0	Relational Database Design	ADO	Allaire HomeSite 4.5
SQL Server 6.0 & 7.0	Macromedia Dreamweaver 3.0	VB Script	IIS 4 & 5
Javascript	Stored Procedures	T-SQL	HTML and DHTML

Multimedia skills -

Macromedia Authorware 5.1	Adobe Acrobat 4.0	Adobe Photoshop 5.0
Macromedia Director 7.0	Macromedia Flash 4.0	Adobe Premiere 5.0
Macromedia Fireworks 3.0		

Mainframe Programmer/Analyst Skills -

PL/I	COBOL (I & II)	JCL	SQL	BTS	MVS	Team Leading
DL/I	IMS DB/DC	DB2	CICS	TSO/ISPF	FileAID	Structured Programming

General Usage -

QMF	Xpediter	IMSPERT	INFOMAN	Platinum	MFS
RACF	Lotus VIP	ACS	SCLM	OS/2	Endevor
VM	Amipro	MacFlow	Windows	Assist	Powerpoint
Script	Bookmaster	EXCEL	SMART/Restart	Lotus 123	Lotus Notes
Word	Windows	DBEXCEL			

5. Contract and Employment History (Multimedia & Internet)

May 2003 – current (Permanent): Integrated Project Systems, Oxford

- ♦ ASP, SQL Server 2000, Stored procedures, ADO, VBScript, Javascript, HTML, Crystal Reports –
 - Built secure Login system for multiple company, multiple site management information system. Tested, wrote documentation and presentation.
 - Built Crystal Reports for Time and Project reporting for large corporate.
 - Design of replacement programme information management system
 - Skills used:

SQL Server 2000	Allaire Homesite	HTML/DHTML	Stored Procedures
ASP 3.0	VBScript	Javascript	ADO
Crystal Reports 9			

March 2002 - April 2003 (Freelance): Client - Revrac Ltd, Oxford (end client Burberry)

- ♦ Active Server Pages 3.0, SQL Server 7.0, Stored procedures, ADO, VBScript, Javascript & HTML –
 - Designed and built CD Product Catalogue Generation application for Burberry's products. The application consists of ASP pages that interrogate the SQL Server database of products and images and generates menus and detail pages in HTML, so that the user can browse the catalogue via various categories. The application also has an administrative interface allowing staff to run the generation process each season.
 - New screens and enhancements to existing screens for Burberry's online and offline agent ordering system.

- Generated mock-up screens for Functional Overviews to be presented to Users
- Burberry have now moved the work in-house
- Skills used:

SQL Server 7.0	Allaire Homesite	HTML/DHTML	Stored Procedures
ASP 3.0	VBScript	Javascript	ADO

October 2000 – February 2002 (Permanent): Apex Interactive Ltd, Pangbourne

- ◆ Active Server Pages 3.0, SQL Server 7.0, Stored Procedures, VBScript & HTML –
 - Maintained web based content management application providing an interface for users to use to quickly build and maintain their own web sites.
 - From prototype, redesigned and developed online licensing and security system to support user access to multiple products under multiple licensing rules.
 - General development work on e-learning applications
 - Support development environment (IIS 5.0 & SQL Server 7.0) whilst developing code compatible with live environment (IIS 4.0 & SQL Server 6.0)
- ◆ Macromedia Authorware 5.1 - training courses with video, audio, interactions and student tracking.
- ◆ Dreamweaver 3.0 - assisting others to build maintainable sites.
- ◆ Made redundant with other developers due to company financial problems.
- ◆ Skills used:

Macromedia Authorware 5.1	SQL Server 7.0	Allaire Homesite	HTML
Macromedia Dreamweaver 3.0	ASP 3.0	VBScript	

October 1999 – June 2000 (Contract) : Internet Discovery Centre, Unipart, Oxford

- ◆ Used Macromedia Authorware and Pathware to design and develop online training modules for internet/intranet managed learning environment, from customer requirements gathering through to installation. Worked with graphic designers to plan and develop graphic content (Fireworks and Flash). Trained other staff in Authorware & Pathware and team lead their early project work, providing technical assistance. Designed a template for standardised courseware development and a filing structure to support version control and storage of raw materials (images, Flash components etc.). Created a Developer Guide for using Authorware templates by external customers. Completed Advanced Authorware Course.
- ◆ Managed a Usability Test of 6 of the department's first suite of courses, predominately looking at navigability, pace of delivery, feedback and guidance, with a sample of 28 people. Prepared reports for managers, course content authors and developers, making recommendations for improving usability in future products. Advised on Usability issues for both Authorware courses and web-sites.
- ◆ Used Dreamweaver to develop UGC Property Site (part of Unipart's main web site at www.unipart.co.uk). Assisted junior developers with Dreamweaver.
- ◆ Skills used:

Macromedia Authorware 5.1	Macromedia Dreamweaver 3.0	Macromedia Flash 4.0
Macromedia Fireworks 3.0	Team leading	Usability Analysis

6. M.A in Electronic Media

26 September 1998 – 8 September 1999 – Master of Arts in Electronic Media, Oxford Brookes University, Oxford.

After 10 years of mainframe work, I decided a change was in order. The M.A is a multimedia degree, focusing on integrating text, video and sound using electronic media. My Dissertation - Usability Design and Evaluation for Multimedia Titles.

- ♦ Tools used –

Adobe Photoshop 5.0	Adobe Acrobat 4.0	Adobe PageMill 2.0
Adobe Premiere 5.0	Macromedia Dreamweaver 2.0	Macromedia Flash 4.0
Macromedia Fireworks 2.0	Macromedia Director 7.0	

7. Contract and Employment History (Mainframe)

February – September 1998 Full-time, October - December 1998 Part-time (Contract) : ACNielsen, Oxford.

ACNielsen is a market research company. Basically, they audit shops and buy vast amounts of data from individual retailers. This data is processed and statistically analysed to produce market analysis data and reports to sell to retailers.

- ♦ Coding and testing work on unloading, taking back edited data and reloading to the Euro Source Control database that contains market breakdown definitions.
- ♦ Analysis, design and team lead for take-on of European Hand Held Terminal system for scanning stock and purchases in stores. The software, SQL-Server and C++ has to be implemented into the UK environment and interfaced to the UK mainframe databases.
- ♦ Skills used:

PL/I	IMS	Roscoe	JCL	DFSDDLTO
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November 1996 – February 1998 (Contract) : UniqueAir, Abingdon (part of Unipart Group).

UniqueAir is a independent service provider in the dynamic mobile telecommunications industry. Work priorities change constantly and deadlines for changes and new functions are challenging.

- ♦ Wide variety of roles – COBOL II / DB2 / CICS application coder, analyst, designer, testing, implementation and team leading. The work involves changes and additions to billing, credit management, call processing/pricing and debt analysis systems. A significant role I performed was redesigning, team leading, testing and implementing a sub-system which tracked indicators of possibly fraudulent customers at account and mobile level.
- ♦ Also worked on a new client take-on project for Unipart similar to the work I did for them in 1995. It involved analysis of data, writing and testing conversion programs, testing and running the suite of jobs to mass add parts to the databases. Using PL/I, COBOL, IMS, DB2 and JCL.
- ♦ Skills used:

COBOL II	DB2	CICS	INFOMAN	Team leading
Xpediter	FileAid	SQL	JCL	PL/I
COBOL	IMS	FTP		

April 1996 – October 1996 (Contract) : Thames Water, Reading.

- ♦ Business and application analysis, code unit test and system test on November 96 release of the CIS Billing System. Involved in both online and batch programs, enhancements and development of new code. Conversion of JCL to JCL and Procs.
- ♦ Skills used:

COBOL II	DB2	CICS	Platinum	SCLM
Xpediter	FileAid	SQL	JCL	OPCA

March 1995 - February 1996 (Contract) : UNIPART, Oxford.

- ♦ Project manage, analyse, design, code, test and implement mass addition of approx 5000 new parts to UNIPARTs IMS and DB2 databases using Lotus 123, Lotus Notes Databases and Lotus VIP code to a tight schedule.
- ♦ Various analysis and programming tasks. Fixing production problems (particularly with UNIPARTs complex scheduling date processing). New report programs. Enhancements - new fields, new DB2 tables, a small amount of CICS online program maintenance. Being my second time at UNIPART, my business experience and reputation for thorough, accurate, well tested and documented work was called on to do more analysis than the usual a/p contractor.
- ♦ Skills used:

COBOL	Lotus Notes	PL/I	DB2	JCL
Amipro	Lotus VIP	FileAID	SQL	CICS

August 1994 - February 1995 (Contract) : Mercury Communications Ltd, Milton Keynes.

- ♦ Mercury's Customer Billing Systems required an Interface Control System that gave them schedule independency and could cater for the MVS, VAX and UNIX platforms. A technical design was available recommending DB2 for the control information, COBOL II modules for applications to call, assembler modules to rename and dynamically allocate datasets, XCOM to transfer files to and from MVS and Smart/RESTART for restartability.
- ♦ From this Technical Design, myself and another contractor wrote a Physical Design Report, Physical Designs (specs), structure charts and test plans. After review and signoff we implemented our DB2 design, coded the COBOL / SQL and QMF reports, unit tested, tested with other applications and performed a full system test. We were responsible in the interim for the maintenance and support of the DB2 data and modules. We also wrote a Programmer's Guide and an Operators Guide.
- ♦ Also coded and tested programs for one of the Mercury Billing Systems.
- ♦ Skills used:

Smart/RESTART	COBOL II	JCL	DB2	QMF
Powerpoint	Word	FileAID	SQL	MacFlow

Jan 1994 - August 1994 (Contract) : Natwest, Goodmans Fields, Aldgate East.

- ♦ Natwest's move of a system from one IMS site to another required complex reconfiguring of IMS transactions to ensure that CHAPS and SWIFT transactions were directed to the correct node for processing. Coded, tested and implemented the changes required.
- ♦ Rewriting of existing PL/1 applications to COBOL. General fixing of bugs in both PL/1 and COBOL. Unit and system testing.
- ♦ Skills Used:

IMS DB/DC	PL/I	COBOL II	Endevor	DBEXCEL
TSO/ISPF	DL/I	IMSXPRT	Word	INFOMAN

Nov - Dec 1993 : Australia

- ♦ Personal business and one month's EXCEL work on the request of a previous client.

Sept - Oct 1993 : (Contract) Unipart, Oxford

- ♦ Analyst/programmer role for 9 weeks.
- ♦ A change in accounting procedures resulted in widespread effects on Unipart's purchase ordering and receiving systems. A high level analysis was provided with a list of modules that possibly required changing. Performed detailed low level analysis on what code required changing and how to test it. Coded and unit tested changes required. Did planning and performed system and acceptance test.
- ♦ Skills used :

IMS DB/DC	PL/I	Assist	DB2	BTS
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TSO/ISPF DL/I FileAID SQL MFS

Feb - Jul 1993 : Australia

- ♦ Personal business and holiday plus one month EXCEL work
 Prepared calendar for publication.
 Designed spreadsheet system to collect and statistically analyse enquiry data.

Jul 1992 - Jan 1993 (Contract) : IBM U.K., North Harbour, Portsmouth

- ♦ General country support role on large IMS / PL/I application. Analysed problems from user description. Designed solutions. Coded, arranged walkthru's and tested solutions.
- ♦ Skills used :

IMS DB/DC	PL/I	ACS	BTS
TSO/ISPF	DL/I	DLMS	

Mar - Jun 1992

- ♦ Travel / holiday

Feb 1987 - Feb 1992 (Permanent) : IBM Australia, Sydney

Trainee analyst/programmer (1 1/2 yrs full time, 1 yr temporary)

- Development and maintenance programming.
- Code, test and transfer to production / or system test.
- Batch and online code and JCL production support - fixing Abends and JCL errors, unloading tape transmissions, writing conversion jobs.
- Helpdesk co-ordinating

Associate analyst/programmer (June 1989 - Oct 1990)

- Code, test and transfer to system test, Helpdesk co-ordinating, System testing, Team leading, Analysis for conversion of task-tracking system from ISPF tables to DB2/DBEDIT.

Analyst/programmer (Oct 1990 - Feb 1992 voluntary redundancy)

- Code, test and transfer to system test.
- Answer country queries.
- Advise less experienced a/p's and perform code reviews.
- Analyse design issues for performance problems.
- Planning transfer of Latin America support base from New York to Sydney.
- Redesign of DB2 task-tracking system to be normalised - rewrite SQL queries, procs and forms using QMF; testing.
- Team leading (from 4 to 20 a/p's - Latin America and Asia/Pacific support teams).
 - Backlog management, Planning resource allocation, Negotiating and prioritising work, Streamlining procedures, improving quality and turnaround times, Designing 'Development Process and Environment' course and documentation for new a/p's and contractors, Used EXCEL (including writing EXCEL MACROS) for statistics and reporting.

- Skills :

IMS DB/DC	PL/I	BTS	team leading	INFOMAN
TSO/ISPF	DL/I	SCLM	EXCEL	JCL
DB2	SQL	QMF	SCLM	