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|  | **System Information Technology, Technical and Product Development**  Over 13 years of progressive experience in leading organizations change and make significant positive difference through Initiating, analyzing, driving, and delivering world-class software products/ application systems, by building an A-to-Z business and technical quality solutions that meet/ exceed business objectives. | |
| **Education***:* | **Suffolk University Boston, MA** **Bachelor of Science in Information Technology May 2005**  Coursework included:  • Developed, maintained, and tested programs which included debugging, repairing,  and testing of reported problems.   * Ensured adherence to system design and coding standards. * Technical program provided hands on analysis, installation, and support.   of multiple LAN environments using Windows based systems.   * Developed multi-node LAN configurations integration, Ethernet, Token Ring. * Network printing and administration, setup for local and remote printers.   **Clark University Computer Career Institute Braintree, MA** **E-commerce Developer Master Certificate Program 2000 - 2001**  Coursework included:   * Design methodology and the principles of effective web design, web hosting, privacy on the web, web usability testing and interface design. * Developed a dynamic database driven website utilizing Macromedia Cold Fusion, Microsoft Access, and SQL. * Created E-Storefront / E-Commerce website incorporating Cold Fusion for easy navigation and maintenance. Designed an online store, created a shopping basket, and built a product catalog.    **Quincy College Quincy, MA**Associate in Computer Science 1997 – 1999 | |
| **Employment:** | | ***Aetna Student Health* Cambridge, MA**  **Senior Eligibility Consultant 2006 - present**   * Database management, statistical analysis, develop/implement advance analytic and data-mining methods, data modeling and integration. * Identify data issues, recommendations on design and analysis, quality assessment, cross-study analyses, identification, and correction of data issues. * Create applications to streamline data exchange and maintain existing programs. * Develop reports based on database and stored procedures. * Troubleshoot and redevelop a variety of Access database applications into SQL.   Work with accounting and claims, sales/services, departments to accomplish eligibility audit and reconciliation activities.   ***Saint George Antiochian Orthodox Church* West Roxbury, MA**  **Web Developer 2013 - 2019**   * Code, design, and layout of <http://stgeorgeofboston.org> * Create website layout/user interface by using HTML/CSS. * Integrate data from various back-end services and database. * Create and maintain software documentation. | |
|  | | ***State Street Corporation* Boston, MA**  **Portfolio Administrator 2001 - 2006**   * Maintain books of accounts for mutual funds and investment management. * Process transactions: cap stock, trades, cash movement, expenses, fixed income, public equity. * Determine cash and prepare client reports meeting 100% accuracy and deadlines. * Reconcile securities and cash, develop and maintain investor reporting in the Consumer Risk Management Group, foreign market compliance, fixed income holdings. * Maintain account and system integrity, provide business analysis regarding department, processing needs to all relevant technical staff as market changes and system requirements/upgrades/logic changes, define and document problems. * Report trades to custodian banks via third-party software application as required and troubleshoot system discrepancies, as necessary. * Ensure system accuracy and development of IT support including all data requirements of traditional elements for investor. * Browse Bloomberg, multicurrency Horizon.   ***Cosmetic & Family Dentistry* Quincy, MA**  **Technical Support 2001 - 2006**  Provide technical support to personnel regarding DENTRIX and TDOCS dental care software. Support – from installation through upgrade - includes protocols, site preparation, test and acceptance, circuits, procedures, documentation, and data collection and analysis. | |
|  | | *Boston Democratic National Convention Center* Boston, MA **Technical Support**  **6/2004 – 8/2004**   * Developed a dynamic database driven website utilizing Macromedia Cold Fusion, Microsoft Access and SQL. * Maintained LAN’s and WAN’s in the Microsoft environment. * Maintained and troubleshot to support twenty-five nodes, hardware and software to insure effectiveness. * Installed hardware and software. | |
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| *References and certificates are available upon request.* | | |