Resume Book
Spring 2010

Management Information Systems (MIS) Program

College of Business and Economics
West Virginia University

MIS Faculty:
Oran Alston
Jim Denton
Virginia Kleist
Graham Peace
Nanda Surendra
THE MIS PROGRAM AT WVU’S COLLEGE OF BUSINESS AND ECONOMICS

The highly successful undergraduate MIS program at West Virginia University is housed in the College of Business and Economics, as is traditional in our field. Our curriculum follows the standards as set by our field of study, the Association for Information Systems, or AIS.

Our core courses are as follows:

1. Information Systems & Technology (Overview of MIS)
2. Database Management Systems
3. Business Applications Programming
4. Systems Analysis
5. Systems Design & Development
6. Computer Networking / Data Communications
7. Computer Security
8. Advanced Information Technology
9. Information Technology Privacy & Ethics

In addition, MIS majors must also complete a common body of knowledge in business administration course work in addition to those listed above.

The best metric of our MIS program success lies in the success of our graduates, and our students are very well regarded in the job market. For example, one of our students has been named a Truman Scholar. Job placements for undergraduate students in MIS from West Virginia University have included such prestigious organizations as:

- Alcoa
- NASA
- Deloitte Consulting
- Duff & Phelps, LLC
- Urbach Kahn and Werlin
- Kroger
- IBM
- Bob Evans, Inc.
- Carefirst
Mylan Labs (numerous)
Norfolk Southern, Inc.
SAP
and many other outstanding companies.

Our undergraduate students in MIS have gone on to pursue graduate degrees, entering programs such as

- MBA at the University of Pittsburgh
- MA in Technology Education at WVU
- MS in Software Engineering at WVU (2)
- London School of Economics (2, one at full scholarship)
- MS in MIS at Carnegie Mellon University
- graduate information systems at George Washington as well as other prestigious programs.

Our program is designed to have three essential “tracks,” in keeping with our AIS roots and guidelines:

**Jobs (And Companies) For Recent MIS graduates:**

**Technical Emphasis**
- Systems Engineer / Developer / Programmer
- Database Developer / Programmer
- Network Security / Administrator

**Business/Technical – “Integrated”**
- Systems Analyst
- Information Technology Consultant
- Applications / Project Management

**Double Major: MIS + Acct**
- Information Technology Audit
- Information Technology Risk Analysis

**Business Emphasis**
- Business Analyst / Consultant
- Business Operations Manager

- Mylan Pharmaceuticals
- Deloitte Consulting
- Fedex
- Plus Consulting

- Deloitte Consulting
- Accenture
- Ernst & Young
- PriceWaterhouseCoopers
- Dupont
- United Bank

- WV High Tech Consortium

Management information system (MIS) managers focus on an organization's information system and technology. MIS appeals to students who enjoy working with computers and problem solving. Computer technology is critical to the way today's organizations conduct business. MIS students learn to analyze business problems and to design, build,
and maintain computer applications for solving those problems. This program provides students with the management skills for planning, budgeting, technology assessment, and cost/benefit analysis.

What is Management Information Systems (MIS)?

MIS involves designing and programming systems that provide information to people in organizations to make decisions and to accomplish everyday work activities. MIS is an applied field that combines Computer Science concepts with Business Management practices.

- Computer Programming
- Accounting / Financial Procedures
- Web Applications
- Marketing / Advertising Strategy
- Database Systems
- Human Resources Management

RECOMMENDED SEQUENCE OF COURSES FOR MANAGEMENT INFORMATION SYSTEMS MAJORS

Following the Association for Information Systems (AIS) guidelines, our courses have the following recommended sequence:

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<th>Class</th>
<th>Title</th>
<th>Credit Hours</th>
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<tr>
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<tr>
<td><strong>BCOR 315</strong></td>
<td>Professional Development 2</td>
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<tr>
<td><strong>BCOR 330</strong></td>
<td>Information Systems &amp; Technology</td>
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<tr>
<td><strong>BCOR 350</strong></td>
<td>Principles of Marketing</td>
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<td><strong>BCOR 370</strong></td>
<td>Managing Individuals &amp; Teams</td>
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<tr>
<td><strong>MANG 351</strong></td>
<td>Database Management Systems (Fall Only)</td>
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<tr>
<td><strong>MANG 420</strong></td>
<td>Business Information Systems</td>
<td>3</td>
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<tr>
<td>2nd Semester</td>
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<tr>
<td><strong>BCOR 320</strong></td>
<td>Legal Environment of Business</td>
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<td><strong>BCOR 340</strong></td>
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STRATEGIC INITIATIVES FOR WVU’S COLLEGE OF BUSINESS AND ECONOMICS MIS PROGRAM

The program has been a flagship of the West Virginia University College of Business and Economics in terms of student placement and student engagement in the College. Our students are well known in the region as eminently worth hiring, and we have an excellent track record in student placements.

We are most proud to report that we just completed our recent conversion from a concentration to a full fledged, University recognized undergraduate major. These changes have caused our program to become more desirable to top-level students. With our now being a major, we are better able to provide a known quantity of information systems educated students to the marketplace, which has enhanced our image and our reputation in the business community.

At this juncture, it is not out of the realm of possibility to make the WVU MIS program into a top flight, widely recognized powerhouse in MIS education. We are doing an excellent job now in terms of reputation, and have the breadth of technical expertise spread across our faculty to be a very strong contender among the regional and national undergraduate MIS programs.

To add to our reputation for a top notch technical education, we are working to expand curricular offerings to include more hands-on education in ERP systems, particularly at the undergraduate level. One area where we could excel would be to seek to expand our offerings with respect to ERP systems to meet the needs of students employed in the region who use or are employed at companies that use a wide variety of these tools. To that end, we have made a proposal to affiliate with the SAP University Alliance to help us meet our goals of excellence in MIS education.
FACULTY BIOS

Dr. Oran Alston holds a Ph.D. from the University of Pittsburgh in MIS, and teaches courses in Management Information Systems. His work sits at the intersection of user satisfaction and human computer interface, and he has had a recent focus on military applications through his service to the US through the National Guard.

Dr. James Denton holds a Ph.D. from Kent State University in Operations Research and MIS, and teaches courses in Operations and Information Technology and Management. His research includes publications on the use of the web in teaching, neural networks and web based teaching.

Dr. Virginia Kleist holds a Ph.D. from the University of Pittsburgh in MIS and Telecommunications, and teaches MIS, Electronic Commerce for Accounting students, Data Communications, and Network Security. She has research interests in information goods and electronic markets, IT evaluation and economic issues of electronic trust in network security.

Dr. Graham Peace holds a Ph.D. in MIS and Business Environment from the University of Pittsburgh, and teaches courses in Business Information Systems, Ecommerce and Systems Analysis and Design. His research includes work in information ethics, focusing on software piracy, ethics in eBusiness and censorship and the Internet.

Dr. Nanda Surendra holds a Ph.D. in MIS from the University of Cincinnati, and his focus area of expertise is on information systems design and development, the application of agile systems development methodologies as well as qualitative and case study research.
Education:

West Virginia University, Morgantown, WV
Bachelor of Science in Business Administration
Major in Management Information Systems

Alderson Broaddus College, Philippe, WV
Accepted into Physician Assistant Program

Work Experience:

Mylan Laboratories Inc. Morgantown, WV
Global Technology Services Security Intern

- Monitor and detect daily Windows and UNIX login failure using ArcSight software.
- Maintain intrusion detection and prevention by the use of ArcSight software.
- Create and implement electronic system request forms using Adobe.
- Conduct periodic reviews and auditing of Mylan databases and datacenters.
- Create and maintain an electronic repository to house Mylan’s system request forms.
- Conduct quarterly metrics on the basis of system account requests.
- Conduct daily reports of creations and alteration of accounts in Active Directory.
- Assist employees in trouble shooting system accessibility issues.

Coursework/Skills:

- Database Management Systems (MySql)
- Data Communications
- Advanced Information Technology (C#, SQL, XML)
- Business Application Programming (C#)
- Network Security
- Systems Analysis (Microsoft Visio, Project)

- Designing and creating a medical records application that communicates with a Microsoft SQL server database for hospital staff to effectively maintain patient records in real time.

Skills:

Technical:
- Microsoft Office
- ArcSight Logger
- Adobe form creation
- Visual Studio
- Active Directory
- C#, XML, SQL
- Microsoft SQL Server
- SAP Data Entry
- Database Design
- Remedy Console
- Documentum
- System analysis

Communication:
- Excellent written and verbal communication
- Ability to work individually or as part of a team.

Activities/Awards:

- Alderson Broaddus Academic Excellence Scholarship
- West Virginia Promise Scholarship
- Morgantown High School Athletic Booster Scholarship
- MISA Treasurer
- Monongahela General Hospital Volunteer 100+ Hour Award

2007-Present

2006-2007

2009-2010

2002-2005
Kevin Beckett

Permanent Address
81 Grandview Est.
Clendenin, WV 25045
kbecket1@mix.wvu.edu

Current Address
805 Chateau Royal Ct.
Morgantown, WV 26505
(304) 561-5219

Education
West Virginia University, Morgantown, WV
• Bachelor of Science in Business Administration
• Major in Management Information Systems
• GPA 3.43 / 4.00
• AACSB International Accredited

May 2010

Skills
Academic concentration in the following areas:
• Database design and implementation
• Network architecture design, implementation, and management
• Network security
• Web service design and development
• Software development
• System analysis and design

Experience
WVU Office of Information Technology, Morgantown, WV
WVU eCampus Technical Student Worker
• Provide technical support for WVU’s Learning Management System
  including hardware/software diagnostics and solutions management
• Assist with web development and maintenance
• Responsible for testing new or updated software and software packages
  and thorough reporting of all testing activities
• Develop detailed end-user documentation and tutorials
• Design and assist with knowledge-base documentation system

2008- current

AmCor Inc., Amma, WV
Daily Operations Manager
• Collaborated with upper-level management in the development of
  monthly/weekly business strategy
• Created and maintained daily manufacturing and inventory reports
• Oversaw advancement of product through various manufacturing stages
• Prioritized and scheduled product shipment to vendors

2005-2007 Seasonal

Honors
Recipient of West Virginia PROMISE Scholarship
Dean’s List
KASHA M. BEIDLER  
Rt. 5 Box 620 Clarksburg, WV 26301  
Cell: (304) 627-4389 ■ kmb7seven@excite.com

Education

- West Virginia University, Morgantown, WV  
  Major: Bachelor of Science in Business Administration  
  Management Information Systems  
  Minor: Communications  
  Current GPA: 3.00/4.00  
  - Paying for seventy-five percent of tuition out of own pocket  
    while holding two jobs working 25 – 30 hours per week  
  - Member of MISA  
  - Walter E. "Buck" Nutter & David H. Nutter Scholarship

Course Work & Technical Skills

- Information Systems/Technology  
- Database Management Systems  
- Business Information Systems  
- Business/Economic Statistics  
- Computer Applications  
- Marketing  
- Accounting  
- Economics  
- Skilled in Microsoft Word, PowerPoint, Access, and Excel

Employment History

- United Bank, Morgantown, WV 26505  
  September 2009 – Present  
  Sales associate directly responsible for customer transactions exceeding $100,000 per day.

- Rite Aid, Westover, WV 26501  
  May 2008 – Present  
  Sales associate for customer transactions and developing 35mm film.

- Village Square, Clarksburg, WV 26301  
  May 2007 – May 2008  
  Responsible for catering for special occasions and expediting for waitresses/waiters.

- K-mart, Clarksburg, WV 26301  
  Sales associate for customer transactions and service desk.
PATRICK CARROLL
LOCAL: 320 RAYMUND STREET, MORGANTOWN, WV, 26505
HOME: 2608 VIRGINIA AVENUE, CHARLESTON, WV, 25304
304.341.0665 • P.CARROLL@MIS.WVU.EDU

Education

West Virginia University
College of Business and Economics
Morgantown, WV
Bachelor of Science in Business Administration
Major: Management Information Systems
August 2006 - Current
Graduation: December, 2010

Relevant Curriculum

- Business Core 370: Managing Individuals and Teams
- Management 351: Database Management Systems
- Management 351: Business Application Programming
- Management 353: Advanced Information Technology
- Management 355: Data Communications
- Management 357: Information Ethics
- Management 420: Business Information Systems
- Management 450: Systems Analysis
- Management 452: Systems Design and Developments

Professional Experience

College of Business and Economics Information Technology Office
Morgantown, WV
May 20, 2009 - Current
Information Technician

- Trained Faculty on Distance Learning Communications Software and Hardware
- Administration of Faculty and Staff Personal Computers
- Headed and Consulted in Software and Hardware Troubleshooting
- Installation and Maintenance of Classroom PCs and Projectors
- Support Distance Learning Video Conferencing
- Add Network Computers, Printers, and Peripheral Devices
- Configure Laptops for Encrypted Wi-Fi
- Synchronize Handheld Devices with Network E-mail

Technology Experience

8 Months Experience as Student Information Technician, WVU - College of B&I, where I conducted:

- Hardware and software maintenance
- PC Installation and Removal
- Support and Monitor Distance Learning Video Conference Sites
- Assist MBA and eMBA students in Wireless configuration
- File Backup and Recovery

I have also taken the initiative to:

- Setup and Repair Private Wi-Fi Networks
- Trouble Shoot and Repair Infected PCs

Interests and Activities

- Civil War Reenacting
- Exercise
- Golf
- Camping
Cameron Childs

permanent address: 2102 Carbon Hill Place
Midlothian, VA 23113
ccchilds1@mix.wvu.edu

Current address: 330 Beverly Avenue
Morgantown, WV 26506
(804) 304-0574

Education

West Virginia University, Morgantown, WV
Bachelor of Science in Business Administration
Major in Management Information Systems
GPA 3.69/4.0
Accreditation: AACSB International

May 2011

Coursework

• Economics (Macro, Micro)
• Database Management (MySQL, DBMS)
• Accounting (Managerial, Financial)
• Management of Individuals and Teams
• Business Application Programming (C#)

• Computer Science (Access, Excel)
• Data Communication (TCP/IP and OSI models)
• Operations/Quantitative Business Methods
• Business Information Systems

Experience

Midlothian Family YMCA, Midlothian, VA
Camp Counselor
• Directly supervised the safety of youth ages 5-12.
• Recognized as the 2009 Midlothian Family YMCA Counselor of the Year.
• Part of a team of counselors that planned and organized daily activities and field trips for the campers.
• Skills: leadership, communication, planning, teamwork

May 2008-August 2009

Sutton and Sons Painting, Midlothian, VA
Painter
• Responsible for completing assigned duties in a timely manner.
• Responsible for making sure the customers were always satisfied with the way we left their yard.
• Skills: painting, time management, customer satisfaction, multi-tasking

June 2005-August 2007

Skills

Computer:
• Thorough understanding of how to utilize Microsoft Office
• Skilled in database and spreadsheet management
• MySQL, C#

Honors

• Dean’s List
• President’s List
• MISA
OBJECTIVE
An employment opportunity or internship to acquire skills for my field of study, Management Information Systems.

EDUCATION
Bachelor of Science in Business Administration
West Virginia University - Morgantown, WV
Expected May 2011
- Major: Management Information Systems
- PROMISE Scholarship Recipient
- West Virginia University’s Achievement Scholarship
- GPA: 3.23/4.00
- A.A.C.S.B.

COURSEWORK & TECHNICAL SKILLS

Coursework Experience
- Accounting (Acquired skills to efficiently manage Accounts Receivable)
- Economics
- Marketing
- Database Management Systems (Created a database using MYSQL)
- Business Information Systems (Gained experience with network security in businesses)
- Information Technology
- Statistics
- Computer Science

Technical Skills
- Business & Client Communication
- Customer Service
- Proficient in Microsoft Word, PowerPoint, Access, and Excel

EXPERIENCE
Secretary Assistant
ACE Hardware & Contractor’s Supply
2007 to Present
- Ringing Sales Associate for Customer Transactions
- Managed Accounts Receivable (In-House Accounts) for a Small Business
- Led Quarterly Inventory Scans of the Store
- Updated Software from the Corporate Level of the Company
- Purchasing & Receiving
- Gained Experience with Numerous Software Programs (Eagle Browser, Point of Sale, Network Access)

EXTRACURRICULAR ACTIVITIES
- Beta Alpha Psi (Business Honorary Fraternity)
- Management Information Systems Association
- Junior League of Fairmont (Community Service Organization)
Justin E. Collins

Campus Address:  
603 Timberline  
Morgantown, WV 26505  
Phone: (304) 415-5405  
E-mail: jcolli18@mix.wvu.edu

Permanent Residence:  
Rt. 1 Box 29A  
Frametown, WV 26623  
Phone: (304) 765-5753

Education:

West Virginia University  
Expected Graduation:  
2007-Present  
May 2011

Management Information Systems (Major)

Work Experience:

Gerrick Electric Co.  
Electrician  
May-October 2009

- Worked both as an individual and with a team
- Job utilized self-management skills
- Worked primarily at a new Hilton Garden Inn

Go Mart, Inc.  
Cashier  
Summer 2008

- Job utilized self-management skills (worked alone majority of time)
- Gained communication skills by working with the public

Honors/Activities:

- Two-time Future Business Leaders of America National Competitor (Web Site Development and Network Design)
- HSTA Scholarship Recipient

Certifications:

- NCCER Safety Certification
- Journeyman Electrician

Computer Experience:

- Microsoft: Windows, Office
- Adobe: Photoshop, Dreamweaver, Fireworks, Flash
R. Matthew Dell
1208F N. Wayne St.
Arlington, VA 22201
Phone: 202-701-5020   E-Mail: dell_matt@bah.com

Personal Statement

I have been working at Booz Allen Hamilton for the past year on a variety of IT projects for the US Department of Defense. These projects required the use of C# in .NET, Actionscript for Adobe Flex, SQL and SQL Server, as well as knowledge of Microsoft SharePoint. My education background includes a BS in Business Administration with a focus on Management Information Systems from West Virginia University as well as a Master of Science in Analysis, Design, and Management of Information Systems from the London School of Economics. Between schools, I worked for the US Coast Guard as a .NET developer and developed applications that interacted with the ArcGIS Suite. I have also held an active Secret Clearance since 2007.

IT Skills
I regard myself as having the following noteworthy skills relating to software development:
- Object-oriented programming within the syntax of: ASP, C#, SQL, PHP, and Visual BASIC
- Microsoft Visual Studio 2005 and SQL Server 2005
- Microsoft Visio for UML and Use Case Diagrams
- Relational database design and analysis
- Adobe Flex
- Microsoft SharePoint

Education

MSc Analysis, Design, and Management of Information Systems
Modules:
- IS Management
- IS Development
- Social Study of IS
- Business Innovation: A Techno-Legal Perspective
- Designing Information Services

2003 – 2007, West Virginia University, Morgantown, WV, USA
BS Business Administration, Focus on Management Information Systems
Courses Included:
- Accounting
- Economics
- Management
- Marketing
- Finance
- Database Management
- Systems Analysis
- Systems Design
- Information Ethics
- Operations

Work Experience

October 2008 to Present, Booz Allen Hamilton, McLean, Virginia
Senior Consultant
I am currently working for the Modelling, Simulation, Wargaming, and Analysis organization at Booz Allen Hamilton. For this position, I have been given the opportunity to work for several US Air Force clients, including the program offices for KC-135, B-52, and VC-25 (Air Force One). For these clients, I have developed web applications to sit on Microsoft SharePoint websites. For these client websites I have developed web parts in C# in the .NET framework as well as Adobe Flex applications using Actionscript. To interact with the data, I have used a mixture of stored procedures, web services, and LINQ. My efforts were recognized by my supervisor with a Team Performance Award in August 2009.
May 2007 to August 2007, United States Coast Guard, Martinsburg, West Virginia
Summer Intern – Programmer Analyst
I was given the opportunity to work within a team consisting of a functional area manager, database administrator, and systems analyst focusing on Coast Guard buoys used in support of search and rescue operations. My main areas of focus were supporting data retrieval and logistics web applications and the development of several new applications to expedite current search and rescue processes. Primary tools used in this job consisted of MS Visual Studio, MS SQL Server, and the ArcGIS suite.

August 2005 to May 2007, WVU Arts & Entertainment, Morgantown, West Virginia
Intern – Web Developer / Photographer
This employment began with my photography hobby but later opened up a pathway for me to gain valuable experience working as the sole web developer for the Arts & Entertainment section of a website for a 30,000 student American university. I worked within a marketing team and was given stock promotional materials as resources to support my manager’s marketing efforts on-line. Tools used in this job consisted primarily of Dreamweaver (SHTML, PHP) and Photoshop.

Additional Skills and Activities

2007 – 2008, Information Systems Society Committee Member
The Information Systems Society is a student organisation at the London School of Economics targeted towards students within the Information Systems and Innovation Group. My involvement with the IS Society as a committee member was to give guidance to the President and Treasurer as well as to help them carry out any objectives that they see fit, such as social events and job fairs.

2006 – 2007, President of the WVU Management Information Systems Association
I was elected by a group of my academic peers to be in charge of a student organisation for MIS majors at West Virginia University. During my term I organised monthly officer meetings, had monthly breakfasts with the dean of the business college, and oversaw the organisation of social events, public speakers, and employer recruitment.

2004-2006, American Cancer Society Relay for Life On-line Chairperson
I volunteered my skills in web development for what I felt was a worthwhile cause. I organised a web site using proprietary American Cancer Society software to help promote on-line donations for the annual Relay For Life, which raised money and brought cancer victims and survivors together to promote cancer awareness and help fund cancer research. In my combined two years as the on-line chairperson I helped to raise over $40,000 for the American Cancer Society.

References
References can be provided if requested.
Julie Dunn
299 Prospect St., Morgantown, WV 26505
Tel: 304-210-0258
jdunn9@mix.wvu.edu

PROFILE
• Junior at College of Business and Economics
• Major: Management Information Systems
• Minor: Professional Writing and Editing
• Seeking internship within Information Technology

EDUCATION
West Virginia University, Morgantown, WV

EXPECTED GRADUATION DATE
May 2011

EXPERIENCE
Server, Sargasso, Morgantown, WV
Responsible for gourmet culinary knowledge. Instructed in fine dining etiquette and atmosphere. Accommodates guests' needs in upscale restaurant. July 2009-Present

House Cleaner, Maids for Today, Morgantown, WV
Responsible for cleaning damaged college apartments independently. Prioritized several apartments by time deadlines. Scheduled cleaning reviews for each finished apartment. Recorded own wages to manage taxes. May 2009- July 2009

Server, Olive Garden, Morgantown, WV

House Cleaner, Augusta Apartments, Morgantown, WV

Server, Twila’s Restaurant, Bruceton Mills, WV

SKILLS
Word, Excel, Access, PowerPoint, MySQL

ACTIVITIES
Management Information System Association
Communications and Public Relations Chair

National Society of Collegiate Scholars
Social Chair

Alpha Omicron Pi Fraternity
Vice President of Standards

Managing Individuals and Teams
Financial Accounting
Managerial Accounting
Microeconomics
Macroeconomics
Christopher Fedonick

Home Address:
Rt. 4 Box 356
Hurricane, WV 25526
(304) 562-3474
cfedonick@mix.wvu.edu

Campus Address:
500 Koehler Drive Apt. 13403A
Morgantown, WV 26508
(304) 964-0999
cfedonick@mix.wvu.edu

EDUCATION
Bachelor of Science in Business Administration
Major: Management Information Systems
West Virginia University, Morgantown, WV
GPA 3.73 / 4.0

May 2010

COURSE WORK
West Virginia University
• Systems Analysis (novice level of Visio, MS Project)
• Network Security (threat detection and encryption techniques)
• Data Communications (overview of TCP/IP and OSI layers)
• Database Management Systems (learning DBMS and SQL)
• Business Information Systems (using Access and Excel)
• Business Application Programming (using Visual Studio and C#)
• Advanced Information Technology (beginner HTML, XML, CSS)

Fall 2008

CULTURAL EXCHANGE
Kansai Gaidai University
Osaka, Japan
• Completed intense Japanese language courses
• Conversational level understanding of Japanese language
• Took charge of marketing for an INFES student group
• Became “streetwise” and am comfortable in International settings

WORK EXPERIENCE
Holiday Inn Express Front Desk
Holiday Inn Express, Hurricane, WV
Managed hotel occupancy levels and room rates
In charge of front desk including concierge duties as needed
Utilized Opera, a Hotel Information Management software package
July – August 2009

FiOS Inbound Technical Support
TRG Customer Solutions, Charleston, WV
• Provided Tier 1 technical support for Wireless, Home Phone, Cable & Internet
• Interfaced with various systems in testing, analyzing, and clearing customer trouble.
• Demonstrated courteous, professional demeanor with internal and external customers.
July-September 2008

Customer Service Representative
Sitel Corporation, Huntington, WV
Managed the inbound and outbound customer inquires
Assisted clients with product purchases and service issues
Marketed insurance plans by describing terms, prices, and benefits
September-December 2005

HONORS
Dean’s List - All Semesters at WVU
PROMISE Scholar - 4 Years

HOBBIES
Ultimate Frisbee, Snowboarding, Belaying, Paintball, Tinkering with Electronics
Nicholas S. Gambino  
22 Hawk Lane • Marlton, NJ 08053  
ngambino@mix.wvu.edu • 609-254-0629

EDUCATION

West Virginia University, College of Business and Economics  
Morgantown, WV  
B.S. in Management Information Systems, GPA: 3.00  
May 2010

Upper Level Electives

Relevant Coursework

WORK EXPERIENCE

950 ESPN Radio  
Bala Cynwyd, PA  
Programming/Advertising Sales Intern  
Summer 2009

• Organized and set up remote broadcasts at Tony Lukes Steakhouse in Philadelphia
• Edited broadcast into clips to send to current clients
• Visited prospective clients and presented them with listener statistics and benefits of advertising with the station
• Compiled tables and graphs regarding listener statistics in Microsoft Excel
• Fostered organizational, time management, customer relations, research, and reporting skills
• Achieved highest ratings possible from ESPN internship coordinator

Evesham Recreation Day Camp  
Marlton, NJ  
Head Counselor  
Summers 2003-2008

• Responsible for the safety of 60 first through sixth graders
• Planned and coordinated field trips, games, and other events
• Recognized as Counselor of the Week three times
• Worked 65-70 hour weeks every summer throughout college

ACTIVITIES

West Virginia University
• Management Information Systems Association Active Member

Marlton, NJ
• AAU Basketball Team NJ State Champions – Team Captain
• American Cancer Society Relay For Life – Team Captain
Timothy P. Jones Jr.
tjones24@mix.wvu.edu
(304) 559-7125

Permanent Address:  Current Address:
181 Chapel Road  413A Arnold Apt.
Wheeling, WV 26003  Morgantown, WV 26505

EDUCATION
West Virginia University, Morgantown, WV  December 2009
Bachelor of Science in Business Administration
Major in Management Information Systems
Minor in Communication
Cumulative GPA 3.31/ 4.00 || Major GPA 3.78/4.0

EXPERIENCE
WVU Web Services, Morgantown, WV  Sept. 2008 — Present
Systems Developer / Analyst Intern
• Build web applications in ColdFusion
• Create databases using SQL Server that interact with web applications
• Responsible for speaking with clients about user/business requirements
• Intermediate between clients and programmers to increase communication and understanding on a project.

Game Advisor / Sales Associate
• Assist customers with purchases on sales floor
• Operate sales register to view, update, and sell inventory
• Inspect and evaluate pre-owned equipment for resale

SKILLS
Computer: Adobe Dreamweaver; Adobe Photoshop; Adobe Premiere;
ColdFusion; CSS; HTML; Microsoft Office; Microsoft Visual Studio 2005/08 ~
C#; MySQL; Red Hat Linux; SQL Server; Visio; XML

Language: Conversational in German

ACTIVITIES
Alpha Phi Omega  May 2006 — Present
Co-ed Service Fraternity
• Webmaster
• Financial Committee Member

Volunteer Website Developer & Consultant
• Creating and maintaining website until a webmaster was appointed

HONORS
• ΑΦΩ Service Shield Award for completion of 50+ hours
  of community service within one academic semester.  May 2008

• WVU Dean’s List  Fall 2007 — Spring 2009

• ΑΦΩ Service Award for completion of 25+ hours
  of community service within one academic semester.  Fall 2006; Fall 2008

• Blue & Gold Level 2 Scholarship  Fall 2005 — Spring 2009
Matthew A. Lake
MatthewALake@gmail.com

Permanent Address:
15 Timberline Drive
Fairmont, WV 26554
304.367.0332

Current Address:
634 Ashworth Lane
Morgantown, WV 26508
304.319.1386

Education
West Virginia University, Morgantown, WV
Bachelor of Science in Business Administration
Major in Management Information Systems
Minor in Military Science
Minor in Studio Art

Projected May 2010

Course Work
- Database Management Systems
- Computer Securites
- Business Applications Programming
- Systems Analysis
- Advanced Information Technology
- Systems Design & Development
- Computer Networking/Data Communications
- Information Technology Privacy & Ethics

Skills/Awards
Skills
- Experience using programming languages: C#, T-SQL, CSS, HTML, XAML, XML, WPF, and ASP.NET
- US Army trained in A+, N+, S+, TCP/IP, Windows XP, ISAO, switches, routers, and many Army radio systems/networks

Awards
- Received 3rd place in the 2008 MISA Case Challenge
- Completed US Army Advanced Individual Training as an Honor Graduate and inducted into the US Army Signal Corps
- Received a “Secret” security clearance through the Department of Defense
- Received recognition for finishing in top 10% of “Spring 2007 Interviewing Competition” in a Professional Development course.

Experience
WVU Business and Economics IT, Morgantown, WV
Dec. 2008 – Present

Student Database Worker
- Assist the Business and Economics Database Specialist with software development projects by designing, implementing, and documenting Microsoft .NET applications
- Communicate with clients in the college during the implementation phase of various projects to determine whether the project meets the client’s needs
- Assist with daily Help Desk technical issues when needed
United States Army/WV National Guard  
*Cadet/Officer in Training*

- Responsible for managing the West Virginia University home football game program sales. Required extensive planning and coordination with WVU sports liaison and effectively implemented a new standard operating procedure which has boosted sales and increased productivity.

**Signal Support Systems Specialist (25U)/Platoon Leader (25A)**

- Responsible for the training of one platoon size element (30-40 soldiers) for setting up mobile computer networking satellite transmission systems
- Maintain a “Lead by Example” attitude to motivate soldiers and peers
- Installing, operating and maintaining designated radio and data distribution systems to support communications for brigade and division level elements

**Activities**

**United States Army/WV National Guard**

*Prior Service Cadet*

- Responsible for managing the West Virginia University home football game program sales. Required extensive planning and coordination with WVU sports staff and effectively implanted a new standard operating procedure which has boosted sales and increased productivity
- Work simultaneously as a member of WVU ROTC and 620th Signal Company of Weston, WV

**MISA**

*Management Information Systems Association*

- Organization Member

**MISA Case Challenge**

*Business Case Challenge*

- Participated in a business case challenge where a complex problem was introduced to multiple groups and given less than 24 hours to find a solution and make a formal presentation to a simulated board of directors.

*References Available Upon Request*
Daniel L. Lively
241 Richwood Ave
Morgantown, WV 26505
Mobile Phone: 304-542-5082
E-mail: dlively1@mix.wvu.edu

EDUCATION
West Virginia University
Morgantown, WV
Bachelor of Science in Business Administration
Major: Management Information Systems
Minor: Communications
Accredited: AACSB International

EXPERIENCE
Moses BMW
St. Albans, WV
Lot attendant/office assistant
- Detailed new cars and showroom cars
- Assisted salesman with deliveries, paperwork and general office tasks
- Directly in charge of vehicle inventory
- Hosted clients while at dealership
- Achieved CSI (Customer Service Index) goals six consecutive months

Fas Check
St. Albans, WV
Stock/Shipper Receiver
- Customer Service
- Collaborated on design of grocery ad-mailer
- Received and stored grocery items

COURSEWORK/PROJECTS
- Database Management Systems – MySQL, Microsoft Visio
- Information systems/Technology- Excel, Access
- Business Information Systems- Strategic IS management, technology return on investment, implementation of new information technology
- Managing Individuals and Teams- management principles, effective team building, effective goal setting, and self-leadership
- Marketing- supply chain management, marketing simulation

ADDITIONAL SKILLS
- Minor computer networking
- Expert virus removal/PC clean up
- Windows upgrades
- Database design
- Linux OS

ACTIVITIES
Management Information Systems Association, WVU
Adam E. Marshok
amarshok@mix.wvu.edu

Permanent Address:
Rt. 2 Box 181
West Union, WV 26456

Current Address:
128 A Jones Ave.
Morgantown, WV 26505
(304) 997-0652

OBJECTIVE
Acquire employment that will portray my communication, managing, and information system skills, in a diverse business environment, while allowing me to help an organization reach and maintain its goals and objectives.

EDUCATION
West Virginia University, Morgantown, WV May 2010
Bachelor of Science in Business Administration
Major: Management Information Systems
GPA: 3.12 / 4.0

COURSE WORK & SKILLS
Course work includes:
- Database design and implementation
- Object oriented programming
- Network Security

Proficient in:
- Leadership and Time Management Skills
- Oral and Written Communication Skills
- Microsoft Office Products
- Computer Hardware Repair

Experience with:
- Basic HTML Web design
- Data Packet Analysis Software
- C# Programming
- RDBMS and Development tools

WORK EXPERIENCE
Office of the Chief of Naval Personnel Summer 2009
Navy Annex, Washington, D.C.
Office Automation Technician
- Provided administrative and technical support for a variety of naval information systems, and developed financial spreadsheets
- Assisted in the OPNAV shared drive transition to Army Knowledge Online, an online knowledge center
- Prepared and edited the 2010 Comptroller Financial Review power point
- Organized filing systems and set up video teleconferences

Texas Roadhouse, Morgantown, WV Spring 2009
Server Assistant
- Assisted server with duties while facing continual customer contact

Target, Morgantown, WV Summer 2008
Logistics
- Unloaded supply trucks, replenished shelves, and interacted with multiple customers on a daily basis
- Added to monthly top performers list

Volunteer
Habitat for Humanity, Hope Row, SC Summer 2006
- Hurricane relief housing development

HONORS & AWARDS
West Virginia Promise Scholarship recipient, 100% Tuition Summer 2008
Army ROTC Leader's Training Course Graduate
- Graduated with honors in top 6% of Company – non contracted
- Dean's List Fall 2006
Education
West Virginia University Morgantown, WV 2005 to Present
College of Business & Economics
Bachelor of Science in Business Administration
Dual Major: Management Information Systems (MIS) & Accounting
Graduation: May 2010
Bachelor of Science in Business Administration
MIS GPA: 3.79

Technology Experience
Programming Languages: HTML 4 & 5; CSS 2.1 & 3; C#; PHP 5; SQL (MySQL, MSSQL); Bash; jQuery
Programs: WireShark; Visual Studio 2008; MS Visio 2007; Git; SVN; Microsoft Office Suite 2003, 2007, & 2010
Other: Personally own, operate, and manage a dedicated Linux server for over 1 year

Relevant Curriculum
- Business Core 370 Honors: Managing Individuals & Teams
- Management 351: Database Management Systems
- Management 356: Computer Security
- Management 450: Systems Analysis
- Management 357: Information Ethics
- Accounting 441: Income Tax Accounting
- Independent Study: Rebuilt Student Server

Professional Experience
WVU College of B&E Morgantown, WV August 2009 – Present
Teachers’ Assistant
- Tutored students in Database Management Systems
- Assisted professors in classroom activities
- Assisted professors in administrative work
- Managed Student Database Server

Ross, Langan, & McKendree, LLP McLean, VA June 2008 – August 2008
Accounting & Audit Intern
- Managed work papers using CaseWare
- Completed financial statements
- Aided Partner and audit staff in performing audits
- Prepared Form 990, Tax form for Not-for-Profits

WVU Honors College STP Morgantown, WV July 2007
RA/Tutor
- Tutored students in Pre-Calculus
- Created practice examinations

Interests and Activities
- 2nd Place MISA Case Challenge – Spring 2009
- WVU MISA (Management Information Systems Association)
- WVU Honors College
- Presidential & Promise Scholarships
- Leader of Stalnaker & Dadisman Halls Math & Engineering Study Lab
- President of the Stalnaker Hall Myths, Legends, and Multicultural Club
- WVU Honors Student Association
- Tutor for WVU Athletic Department & MIS Department
- Beta Tester for Microsoft Windows 7
Lauren M. Nicholson
781 Meadowbrook Rd.
Morgantown, WV 26505

(304) 281-1119
LMNichol3@gmail.com

Education
West Virginia University
Bachelor of Science in Business Administration
Major: Management Information Systems
AACSB International Accredited

Experience
West Virginia University Office of Information Technology
One Waterfront Place, Morgantown, WV 26505
OIT Technical Student Worker
- Coordinate technical Support for 150,000+ users of WVU's eLearning Application Suite including hardware/software diagnostics
- Assist with in-house application design, development and testing of digital content management and enrollment system
- Author application documentation and tutorials that effectively reduced support inquiries
- Correspond with end-users to monitor status of production system
- Extract and prepare quarterly statistical usage reports for major application
- Develop web-based interactive use-analysis API

West Virginia University Honors College
New Student Mentor/Orientation Assistant
- Collaborate with Deans to enhance new Honors student experience
- Recommend customized coursework sequences for engineering, pharmacy, and pre-med students
- Perform daily database updates/adjustments

Skills
Coursework emphasis in the following areas:
- UML/sML/XML concepts, enterprise applications
- Business Process Modeling
- Database implementation and design
- Business Intelligence, data warehousing
- Network architecture design and implementation
- .Net, SQL Server
- Object-oriented programming:
  business application emphasis
  - .Net, SQL Server
- Network security management,
  digital information security assurance,
  compliance
- Web-service design/development
- Professional composition/editing

Honors
WV Business Plan Competition 2009 – Finalist (ongoing)
Microsoft ImagineCup 2009 – Round II
MISA President 2009-2010, Vice President 2008-2009
West Virginia University Presidential Scholarship recipient
West Virginia Promise Scholarship recipient
Member of WVU Honors College
Dean's List
Phi Kappa Phi Honor Society
RYAN P. RUSZKIEWICZ

EDUCATION

West Virginia University
- College of Business and Economics
- BS Business Administration concentrating in Management Information Systems
- Anticipated graduation in May of 2010
- Overall GPA 3.51/4.00

EXPERIENCE

2009-Present WVU Business and Economics IT Office
Network Student Worker
- Responsible for managing college’s print server and trouble shooting printers and printer queues.
- Collaborated with the network manager to install new server room equipment and assist in the modifications of this equipment.
- Provide client assistance and trouble shooting network issues on desktop computers.
- Manipulate user and group accounts in Microsoft Active Directory.
- Actively involved in the planning and implementation of college wide digital signage project.

2007-2009 Cross IT Services and Solutions
Intern
- Managed company’s help desk system and resolved help desk requests.
- Organized and maintained the company’s inventory database.
- Shipped and received company goods and entered into the inventory system.
- Actively involved in data line, server, and operating system installations.
- Involved in the installation and troubleshooting of VoIP phone systems.
- Participated in Pennsylvania’s Classrooms for the Future technology enhancement program.

COMPUTER SKILLS

Word, Access, Excel, PowerPoint, Visio, MS Server 2003, VMware ESX host, HTML,
Pascal C++, Dream Weaver, Visual Basic, Java, Mac OS 10 and 10.5, Omni Graph,
C#, SQL, XML, Servers Alive.

ACADEMIC STUDIES


HONORS AND ACTIVITIES

West Virginia University Blue and Gold Level 1 Scholarship
West Virginia University Collegiate Scholars
West Virginia University Dean's List: Fall 2006, Spring 2009
Sigma Alpha Lambda National Leadership and Honors Organization
Phi Sigma Theta National Honor Society
Management Information Systems Association

E-MAIL: RRUSZKIE@MIX.WVU.EDU
2146 UNIVERSITY AVENUE • MORGANTOWN, WV 26505-4755 • PHONE (724) 699-2440
RYAN SHEPHERD

EDUCATION

2007 – 2009  West Virginia University  Morgantown, WV
- B.A., Bachelor of Science in Business Administration
- Major in Management Information Systems

2002 – 2006  West Virginia University  Morgantown, WV
- B.S., Bachelor of Arts in Criminology
- Minor in Economics
- Major GPA 3.0/4.0

TECHNICAL SKILLS

Visual C#, MySql
Microsoft Office: Excel, Access, Word, PowerPoint, Outlook; Microsoft Word Perfect

RELATED COURSEWORK


EXPERIENCE

2007- 2008  Sam’s Club  Morgantown, WV
Electronics Assistant
- Directly assisted customers with information about computers, TVs and sound systems
- Troubleshoot and resolved customers’ problems regarding various electronics
- Consulted with customers in the photo lab to meet customer service needs and expectations
- Responded to customer inquiries about cameras and camcorders
- Facilitated the daily process of zoning the store
- Successfully achieved high sales in the electronic department three times
- Attain recognition as associate of the month.
2006–2007 Reflexionz Clothing LLC. Charleston, WV
*Sales Assistant*
- Aided customers with purchases
- Calculated monies upon opening and closing of register
- Accountable for handling large sums of money
- Responsible for depositing monies at the bank for manager
- Participated in storewide merchandising
- Created special displays for the store

2003–2006 City of Charleston Parks and Rec Charleston, WV
*Playground Director*
- Mentored and monitored "at risk" youth, ages 6-16
- Planned and coordinated daily activities including field trips, learning exercises, and arts and crafts
- Responsible for planning and implementation of Kids Fest 2004 sponsored by the City of Charleston
- Selected Director of the Year by summer playground supervisor
- Responsible for the safe transportation of children
- Implemented the lunch program

**INTERESTS**

Secretary of Alpha Phi Alpha fraternity, Incorporated and member of The National Pan-Hellenic Council in Morgantown
Member of Management Information Systems Association
Member of Association for Computing Machinery
2nd Place in 2009 MISA Case Challenge
Co-chaired 2007,2008 homecoming committee
ROBERT THOMPSON

EDUCATION

Aug. '09-May '11  West Virginia University  Attending
- B.S.B.A., Management Information Systems
Dec. '05-May '08  West Virginia University  Graduate
- B.S.B.A., Operational Management

Cumulative GPA: 3.17
Working full time and paying own tuition

EXPERIENCE

Aug. '07-Present  Rite Aid Pharmacy  Morgantown, WV
Supervisor
- Responsible for: Opening and closing the store, managing daily interactions with customers and vendors, stock ordering, drawer and safe audits, banks deposits, recalls and returns, unloading shipments, employee scheduling.
- Enforced all policies and procedures to ensure excellent customer service is provided, and to maximize the P&L performance of the store.
- Provided leadership and development for associates by communicating career opportunities, providing regular performance feedback, and demonstrating the company's core values.

Nov. '03-Aug '07
Pharmacy Technician
- Verified customers prescription information with health care providers as needed.
- Input customers and prescription information into pharmacy database, submitted claims to insurance companies, and dispensed prescriptions.

June '01-May '02  TexEx  Dallas, TX
Computer Technician
- Tested, diagnosed and repaired equipment, computers, laptops and various electronic devices bought from leasing companies.
- Obtained deep working knowledge of computer and electronic hardware.

Dec '98-June '01  Raven-Villages Internet Consortium  Romney, WV
Office Manager
- Oversaw sales, and accounts payable/receivable for over 650 customers.
- Handled technical support issues via e-mail, phone, and in person.
- Installed hardware and software for customers needing repairs or upgrading their systems.

**SKILLS**

- Highly Proficient:
  - Microsoft Office, Windows
- Somewhat Proficient:
  - SQL, MySQL, Visual C#, Wireshark, Adobe software
- Other skills:
  - Certified Pharmacy Technician

**HONORS AND ACTIVITIES**

- Vice President of the Society for Human Resource Management WVU
- Secretary of the Student Psychological Association of Fairmont State University
- Dean’s List at Fairmont State University
- Management Information Systems Associations Member
- First place winner of the 2007 Management Information Systems Association’s Annual case challenge
- 30+ hours community service at a local non-profit agency - Christian Help
Stephanie A. Vander Horn
26 Butternut Rd • Vernon, NJ 07462 • svanderh@mix.wvu.edu • Phone: (862) 268-0272

Objective
To obtain a summer internship in which my computer and business skills can be utilized.

Education
West Virginia University, Morgantown, WV, College of Business and Economics
Bachelor of Science in Business Administration May 2011
Major: Management of Information Systems Minor: Economics
GPA: 3.32/4.00

Computer Skills
Word, Excel, Access, PowerPoint, Photoshop, Adobe Acrobat, Filemaker Developer, ACDSee Pro 2,
Linux, MySQL

Work Experience
WVU Athletics Department, Morgantown, WV November 2009-Present
Tutor
- Tutored subjects such as Computer Science, Statistics, Micro and Macro Economics
- Helped to motivate the athletes to complete their work
- Aided in teaching students subjects that are difficult to grasp

Product Model Management, Manhattan, NY May 2009-August 2009
Intern to Booking Agents
- Database entry, organized and managed invoices, scheduled appointments
- Model/talent marketing and promotion
- Attended meetings, scouted, and ultimately booked model and talent campaigns
- Model photo selection

Pizza Station, Vernon, NJ August 2006-Present
Waitress
- Assisted in training new employees
- Performed customer service duties
- Dealt with customer complaints
- Answered phones and took pick-up and delivery orders

Dr. Lohner Orthodontics, Vernon, NJ September 2004-August 2006
Dental Assistant
- Assisted Dr. Lohner in putting on braces,
- Developed x-rays
- Answered phones, scheduled appointments, filed, and worked with computers
- Seated patients and made them feel comfortable
- Explained proper braces procedures to new patients

Activities
- Dean’s list spring 2009
- WVU Marketing Club
- WVU Computer Science 101 teaching assistant for 2 classes
- WVU MISA
Andrew Whitmer
awhitmer@mix.wvu.edu
(201)951-1065

Home Address
466 Little Sorrel Drive
Strasburg, VA 22657

Current Address
211 Grant Avenue
Room 617 Summit Hall
Morgantown, WV 26506

EDUCATION
West Virginia University, Morgantown, WV
Bachelor of Science in Business Administration
Major: Management Information Systems
GPA 3.0/3.0
Coursework pertaining to:
- Database Management, MySQL
- Network and Computer Security

Danville Community College, Danville, VA
Studies in Science and Technology
Fall 2006 - Fall 2007

Triplett Tech, Mt. Jackson, VA
Studies in Cisco Networking and A+ Computer Hardware
Fall 2005-Spring 2006

EXPERIENCE
Shenandoah Telecommunications, Edinburg, VA
IT Intern
- Assisted the data processing department designing and implementing a web-based Content Management System
- Programming using PHP through a MySQL database

Wal-Mart Stores Inc., Woodstock, VA
Unloader
- Unloaded and sorted nightly incoming products from trucks
- Transporting products to appropriate areas on sales floor.
- Providing assistance and an enjoyable shopping environment for customers.

Brethren Woods, Keezletown, VA
Summer Staff
- Counseled children, assisted in preparing meals
- Ensured a positive environment for campers
- Assisted with setting up audio/video equipment and PowerPoint presentations

May 2007 - August 2007

May 2008 - August 2008

SKILLS
Strong background with advanced system features of Windows XP and Vista
Advanced background working with Microsoft Office applications
Strong background with networking and computer hardware
- Routers, Hubs, Switches, etc.
- Motherboard, Hard Drive, RAM etc.
Exposure to computer/web programming languages C#, PHP, and MySQL

HONORS & ACTIVITIES
Vice President's Honors List
Virginia American Legion Boy's State

Spring and Fall 2007
2005