**Significant Learning Experiences**

**Ray Thomas – October 2012**

There are several areas that I am considered to be competent in, writing, both technical and business reports, team leadership and the ability to relate technical information clearly and concisely to a variety of people, including those without much of a technical background themselves.

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| **Experience** | **Time Spent in Activity** | **Description of Skills, Tasks, Duties, Responsibilities** | **Competencies Achieved** | **Documentation to aid in the Assessment of Learning Experience** |
| Janitorial Supply Companies | 19 years1979 - 1998 | Delivery and maintenance but also sales and a supervisory role over the delivery drivers. | NegotiationMotivationRoute PlanningWorking alone and as part of a team.Documentation to BS5000 and later, BS9000 standards. |  |
| Territorial Army | 15 years1982 - 1997 | Artillery Observation Post personnel.Troop sergeant. Battery commanders assistant.Responsible for advanced training and supervision of 30 men. | Training to set standards.Team buildingObservationCritical thinkingProblem solvingMotivationDisciplineCommunicationDocumentationInspectionSupervisionLeadershipResource allocation | Most documentation will be in my army personnel file somewhere as the British Army is not that big on issuing certifications.I do have some available though, leadership course completion certificates and oddly enough a Nuclear, Biological and Chemical Warfare instructors certificate.Some documentation at <http://brisray.com/ace/docs/>  |
| Mail Marketing Programming supervisor | 3 years1998 - 2001 | Supervisor and trainer for 12 programmersDatabase designer for large databases in excess of 4 million recordsKnowledgeable in Visual Basic, Visual FoxPro, SQL, PReS, Matchit and other specialized database programsWrote many in-house programs. On a trip back to the UK in 2005, where I visited some of my old colleagues, I found many of these programs are still in useWrote printer drivers / database interrogators for a departmental output of 7 – 12 million letters a month, many in foreign languagesLiaised with major international companies to ensure work was carried out to ISO 9002 standardsResponsible for helping to maintain a departmental profitability level of over £100,000 (approx. $200,000) a month | Training to set standards.Team buildingObservationCritical thinkingProblem solvingMotivationDisciplineCommunicationDocumentationInspectionSupervisionLeadershipResource allocation | Some documentation at <http://brisray.com/ace/docs/> |
| Ivy Tech Audio Visual Technician | 2 years2008 - 2010 | Maintain and use audio visual and computer technologies. Set up and transmit two way live distance learning classes. Audio visual effects for live performances in the main auditorium | DocumentationCollaborationProblem solvingCritical thinkingCommunicationCritical thinking | Example documents produced are at <http://brisray.com/ace/writing/>  |
| ISU Website Developer | 2 years2010 to present | Design and code websites. Create documentation for computer resources.Design and create multimedia files. | TeamworkDocumentationCollaborationConceptualizingResource allocation | Example documents produced are at <http://brisray.com/ace/writing/>The [Scott College of Business](http://www.indstate.edu/business/) and [College of Technology](http://technology.indstate.edu/) websites originally recoded by myself. Originally to do this work as a freelancer by Dr. Bruce McLaren (SCOB) and Dr. Brad Sims (COT). |
| Associates Degree in CIS | 3 years2002 - 2004 | Demonstrated competency with computers, hardware, software and operating systems.Student Leadership Academy.Dean’s List every semester.Best CIS graduate award.Phi Theta Kappa local officer. | DocumentationProblem solvingCritical thinking | Example writings at <http://brisray.com/ace/ivyeng111/> Transcript should be with ISU admissions office, but is also available along with other documentation at <http://brisray.com/ace/docs/> |
| Professional Competency | 12 years2000 - present | Computer technology is one of great change and requires some effort to stay abreast with developments.I have obtained Certified Internet Web Professional status, Microsoft Office Expert, and certificates of competency in computer networks, hardware and software. Also attend various training seminars and meetings. |  | Documentation can be found at <http://brisray.com/ace/docs/> |
| Computer related competency | 26 years1986 - present | Skilled in various areas of computing. Programming, hardware and software. My main online screen name is brisrayComputer technology is one of great change and requires some effort to stay abreast with developments.I have obtained Certified Internet Web Professional status, Microsoft Office Expert, and certificates of competency in computer networks, hardware and software. I attend various training seminars and meetings. | DocumentationProblem solvingCritical thinking | Online answers to other computer questions can be found at the [Yahoo QA](http://answers.yahoo.com/activity/qa?show=4a3e0ab4ecb4787c195a06580c2aa131aa)Certifications and records of training sessions can be found at <http://brisray.com/ace/docs/> |
| Recreation and hobbies | 1998 - present | Some of my hobbies are computer related and others are recorded digitally. |  | My own website – <http://brisray.com/>Youtube channel - <http://www.youtube.com/channel/UCbWLzF5mVVFYQGxqZ_GCThA/videos> Free Music Archive channel - <http://freemusicarchive.org/member/brisray/> |