**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 years  1979 - 1998 | Delivery and maintenance but also sales and a supervisory role over the delivery drivers. | Negotiation Motivation Route Planning  Working alone and as part of a team. Documentation to BS5000 and later, BS9000 standards. |  |
| Territorial Army | 15 years 1982 - 1997 | Artillery Observation Post personnel.  Troop sergeant. Battery commanders assistant.  Responsible for advanced training and supervision of 30 men. | Training to set standards.  Team building  Observation  Critical thinking  Problem solving  Motivation  Discipline  Communication  Documentation  Inspection  Supervision  Leadership  Resource 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 years  1998 - 2001 | Supervisor and trainer for 12 programmers  Database designer for large databases in excess of 4 million records  Knowledgeable in Visual Basic, Visual FoxPro, SQL, PReS, Matchit and other specialized database programs  Wrote 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 use  Wrote printer drivers / database interrogators for a departmental output of 7 – 12 million letters a month, many in foreign languages  Liaised with major international companies to ensure work was carried out to ISO 9002 standards  Responsible for helping to maintain a departmental profitability level of over £100,000 (approx. $200,000) a month | Training to set standards.  Team building  Observation  Critical thinking  Problem solving  Motivation  Discipline  Communication  Documentation  Inspection  Supervision  Leadership  Resource allocation | Some documentation at <http://brisray.com/ace/docs/> |
| Ivy Tech Audio Visual Technician | 2 years  2008 - 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 | Documentation  Collaboration  Problem solving  Critical thinking  Communication  Critical thinking | Example documents produced are at <http://brisray.com/ace/writing/> |
| ISU Website Developer | 2 years  2010 to present | Design and code websites.  Create documentation for computer resources.  Design and create multimedia files. | Teamwork  Documentation  Collaboration Conceptualizing  Resource 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 years  2002 - 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. | Documentation Problem solving  Critical 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 years  2000 - 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 years 1986 - present | Skilled in various areas of computing. Programming, hardware and software. My main online screen name is brisray  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. I attend various training seminars and meetings. | Documentation Problem solving  Critical 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/> |