

FRANK MICHIELLI

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WORK EXPERIENCE

Ministry of Education/Ministry of Training, Colleges, and Universities: (Mar. 2004-Present)

Internet Communications Officer:

- Using programming skill in ASP and HTML to make additions to the Ministry of Education web site. (<http://edu.gov.on.ca>)
- Apply skills in design using Adobe Photoshop and Illustrator to construct images presentable for web.
- Quickly and proficiently put together and update web pages for up to the minute and emergency additions to the web site.
- Develop, plan and create extranet sites within short time frames.
- Provide expert advice and support to other team members.

iFrankm.com: (Sept. 2003-Present)

Web Developer and Client Services:

- WordPerfect to Word Conversion for the Ministry of Education and Training.
- Created backend e-commerce section including product catalogue, shopping cart, and checkout for The Magic Jewel using PHP and MySQL. (<http://www.themagicjewel.com>)
- Created web site for Gay NDP in English and French. (<http://gayndp.ca>)
- Completed exemplar scanning project for the Ministry of Education and Training.
- MS Word template creation for the Ministry of Education and Training.

Ganz: (Nov. 2003-Mar. 2004)

Flash and PHP Developer:

- Worked as a Flash/PHP/MySQL developer as part of a sizeable development team on the construction of a large-scale web site.
- Created Text-Editor and Audio-Editor using PHP.
- Managed section of project while preparing for meetings and finishing components within very tight deadlines.
- Connecting Flash with MySQL using PHP to create certain games/applications.
- Plan, implement and delegate duties for team of workers overseas while sticking to scheduled tasks.

Ministry of Education/Ministry of Training, Colleges, and Universities: (Aug. 2002-Sept. 2003)

Internet Information Officer:

- Accessibility Remediation Project: Remediation of entire website to comply with World Wide Web Consortium's priority 1 and 2 standards as stated in the Ontarians with Disabilities Act (ODA).
- Provide expert advice to New Media team leader and support to other team members on various projects.
- Innovative technological solutions: Use expertise within Internet field to find and utilize various components to ease the adversity of projects.
- Site map and content inventory creation for organizational purposes (present and future) and to be punctual with deadlines.
- Performed quality assurance on all content prior to being published.
- Creation of an extranet site for Curriculum-update. (<http://www.curriculum-update.info>)

COMPUTER SKILLS

Programming and Scripting Languages:

- Active Server Pages (ASP), ColdFusion (CFML), PHP, XHTML, DHTML, SHTML, HTML, Javascript, ActionScript, Cascading Style Sheets (CSS), Visual Basic

Script Writing Applications:

- Macromedia ColdFusion Studio, Dreamweaver and HomeSite, NoteTab, HTML-Kit, MS Frontpage

Design and Media Applications:

- Adobe Illustrator, Photoshop, ImageReady, Macromedia Flash, Cleaner 5, iFinish, Windows Media Player, Quicktime, Realplayer, SoundForge, MixMeister

Database:

- MySQL, Microsoft Access, Microsoft SQL

Word Processing, Spreadsheets, and General Applications:

- Microsoft Office Applications, Adobe Acrobat, Corel WordPerfect

Operating System and Web Server Management:

- Experienced in Windows 98, 2000*, XP environment (*IIS 5.0 web service)
- Experienced in Debian Linux environment (Apache web service)
- Experienced in MacOS environment

OTHER SKILLS

- Remarkable oral and written communication skills.
- Exceptional leadership qualities and project management skills.
- Working knowledge of English and French.
- Great navigational and design talent.
- Excellent analytical and problem solving ability.
- Very proficient in creation of web portals.
- Enthusiastic and creative.
- Outstanding programming skills.
- Ability to work well alone and as a part of a team.
- Excellent attention to detail.
- Strong dedication to work and project completion.

EDUCATION

- Internet Management (Web Site Development) Post-Graduate Certificate
Humber College, North York
- Specialized Honours Degree in Environmental Science
York University, North York

References available upon request