CURRICULUM VITAE OF KEITH GOULD

Personal Details

E-mail Keith.gould@pdc.wirral.sch.uk

Skills: Personal

Good communicator can make myself understood to technical and non-technical audiences
Determined to see projects through to completion.
I am a good team player when dealing with outside organisations I feel obliged to get the best deal for my employer.
My attitude towards work is healthy I enjoy what I do and want to be the best I can be.
Good social skills developed dealing with clients from every walk of life.
Common business sense.

Skills: (IT)

Data base design and manipulation (Access ,SQL)
Web Authoring (Front page ,Dream weaver)
Programming (Turbo Pascal ,visual basic ,ASP, Open script ,html advanced)
Graphics (Micro-Graphics, Photo shop,)
Multimedia authoring (Multimedia Toolbook 6)
File handling and general understanding of operating systems (Dos, Unix, 3.11, 95,98)
Hardware good general knowledge of PCs, how to maintain and upgrade
Understanding of the use of IT within the work place
Understanding of issues relating to the use of computers to educate or train
Email using Microsoft exchange server
Web hosting /administration using Internet information server
Networking Tcp/ip
Windows NT server Administration

Work History

Company		Date		Occupation	
Company	Wirral borough council	**Date**	Jan 3 1999 – present day	**Occupation**	Technical Author
Company	Chester and Halton community NHS trust	**Date**	October 1997-jan 1999	**Occupation**	Technical Officer
Company	East London University	**Date**	1994 – 1997	**Occupation**	Student
Company	Self	**Date**	June 1992 - September 1994	**Occupation**	Self employed Plumber
Company	Little Mammy Construction Plumber	**Date**	April 1990 - June 1992	**Occupation**	Plumber

Education

1994 - 1997   BSc (Hon) Information Technology, with education and community studies.
Decision 2:1
1993 - 1994   Access to new technology, Pitfield St. College of Higher Education.
1979 - 1984   City & Guilds Plumbing, Birkenhead Tech.

Covering letter

My hobby has been for a long time now has been building and programming computers. When I decided to further my education IT seemed a natural choice. The major of my degree focused on the

more technical aspects of IT i.e. programming, database management systems, networking graphics, the minor was the uses of IT to educate and train.

After graduating I worked in the IT department of Chester and Halton community NHS trust. I learnt a lot there about the practical uses of IT.
I did achieve the setting up of an Intranet with searchable databases; these included a telephone database and a nation wide General Practitioner locator. My duties there also included NT administration ,Exchange, NHS NET ,ISDN, Hardware Maintenance and front line support.
 Since leaving the NHS I have worked for Wirral Borough Council.
 I am employed here as a technical author to help implement a European bid. The bid was to equip all Wirral schools with networks and connect them to the Internet via isdn ,and to create a Wirral Internet site that was rich in educational resources.

My first task was then to make sure the people who were contracted to install the isdn infrastructure fulfilled their contracts. My second task was to take ownership of a co located server in London and administer it remotely from Wirral.

 The server runs NT and IIS4, transaction server SMTP server. We have designed the site from scratch and liased with teachers and general inspectors to either create content or have it converted to pdf or html. The team I work with consists of a project manager, another technical author , myself and a technician who concentrates on office administration video and music.

My role within this team is best described as programmer and IIS administrator. The project has been a great success and is almost guaranteed to fund for many years by Wirral Borough council. All programming is done in either ASP Visual Basic or Open Script.
Please visit the site at http://www.wirral-mbc.gov.uk/ for an example of my work.

Thanks K.GOULD