1576 Burning Bush Lane • Hoffman Estates, IL 60195 • (847) 991 - 1747 • <a href="mailto:chaffeen@yahoo.com">chaffeen@yahoo.com</a> • <a href="http://www.angelfire.com/il2/coolbeans">http://www.angelfire.com/il2/coolbeans</a>

# **Summary of Qualifications**

- Successful history of working with individual and group engagements of diverse backgrounds
- Extensive leadership, organizational, and managerial experience
- Strong technical foundation and background

# **Relevant Experience**

### **Project Management and Administration**

- Coordinated with key Motorola product groups for business requirements and gap analysis for the Motorola Compatibility Database and the Customer Configuration Database (CCDB).
- Identified, evaluated and configured internal or third party applications and new technologies through product seminars, reviews, and interviews for developing and deploying cost-effective, cost-reduction solutions.
- Participated in cross-functional meetings as technical analyst for Core Process Redesign team.
- Awarded the North Region Jaycees Runner-up President of the Month Award for December 2001.
- Recognized with the Illinois Jaycees Presidential Award of Honor for 2001 for initiative and successful
  management of a new Jaycee chapter
- Expect to receive the George Washington University Master's Certificate in Project Management in 05/02

### **Leadership and Guidance**

- Prepared lessons and lectures for good web site design methodologies and Internet architecture.
- Mentored new employees and coworkers in departmental standards and procedures, project management methodologies, and problem solving techniques.
- Organized, managed, and taught campus wide, hall wide, single, and joint floor multicultural, social, and educational programs for the University of Illinois Residence Halls.
- Introduced engineering ethics, academic processes, and computer technologies to new engineering students.
- Instructed and supervised cheerleading camps, teaching cheer techniques, gymnastics, and leadership skills.
- Presented with the Hoffman Estates Jaycees of the Month Award for December 2001

### **Organizational Development**

- Received the Motorola Land Mobil Products Sector Worldwide Employee Recognition Award in February 1999 for standardizing the use of PERL/CGI to create web reports and automate interfaces to remote systems.
- Developed and implemented full-life cycle software development standards in order to obtain departmental SEI (Software Engineering Institute) level 2 and above.
- Assembled and organized department documentation for publication on the Internet
- Earned the Illinois Jaycees Presidents Award for 2001 for doubling the Chapter membership

#### **Systems Development and Design**

- Re-engineered and redesigned the Motorola CCDB.
- Installed and configured a Cold Fusion Web interface for reporting data from the CCDB.
- Designed and developed RNSG's Software Factory to duplicate and distribute software orders.
- Upgrade and standardize the migration and future development of Oracle Forms and Reports 4.0 to Oracle Forms 4.5 on three separate platforms (Macintosh, Windows, Unix).
- Collaborated with others to migrate RNSG's Shipping System onto Unix and Oracle from a mainframe.
- Developed and maintained the Radio Network Solutions Group's (RNSG) yearly Physical Inventory System.
- Maintained and supported RNSG's Fixed Division Quality System (FDQS).
- Received the Motorola Land Mobil Products Sector Worldwide Employee Recognition Award in October 1997 for redesigning and coding RNSG's Packing System and integrate it with the RNSG's Shipping System.
- Attained the Licensed State of Illinois Engineer In Training Certification in April 1996.

## **Work History**

Date	Position Title	Company - Department	Location
01/01 - Present	Adjunct Faculty Member /	William Rainey Harper College	Palatine, IL
	Instructor		
08/00 - Present	IT Business Systems Analyst III	Motorola - Customer Care and Service	Schaumburg, IL
		Department (CCSD - IT)	
12/99 - 08/00	Software IT Engineer II	Motorola - Global Marketing and Sales	Schaumburg, IL
		Group (GMSG - IT Group)	
09/96 - 12/99	Industrial Engineer	Motorola - Manufacturing Information	Schaumburg, IL
		Engineering (MIE)/MIS Group	
05/95 - 08/95	Manufacturing Systems	Motorola - MIE/MIS Group	Schaumburg, IL
	Engineer Intern		
08/94 - 05/96	Resident Advisor	University of Illinois - Residence Halls	Urbana-Champaign, IL
08/95 - 01/96	Engineering Learning Assistant	University of Illinois - College of	Urbana-Champaign, IL
	_	Engineering	
06/91 - 08/93	Clinic Instructor	National Cheerleading Association	Dallas, TX

## **Technologies**

• *Networking*: TCP/IP, SQL/Net

• *RDBMS*: Oracle 7.x, 8.x, and MS Access

• Software Languages: PL/SQL, HTML, XHTML, VI and Korn Shell, JavaScript

• Platforms: UNIX (HP-UX 10.x, 11.x), Windows 3.1/95/NT/2000, Mac OS 7.x.x, 8.x

• Current Software Tools:

Clearcase TOAD FrontPage 98, 2000 Apache Web Server for Win 32 Fireworks Developer 2000 MS Publisher 2000 Cold Fusion Studio 4.5, 5.0 Visio 2000 Oracle Enterprise Manager MS Office Pro 97, 2000 Cold Fusion Enterprise Server 5.0

## **Activities and Personal Interests**

- Building Relationships
- Reading and Creative Writing
- Motorola Asian Business Council
- Junior Achievement and Miscellaneous Volunteer Activities
- Illinois Junior Chamber of Commerce (JAYCEES) President 2001-2002
- Yoga, Karate, Cheerleading, Football, Volleyball, Basketball, and most sports

# **Education**

### University of Illinois, Urbana-Champaign, IL

• Bachelors of Science in Industrial Engineering

May 1996

# **Post-graduate Training**

### George Washington University, Schaumburg, IL

(Correspondence through Motorola University for the Certificate of Project Management Program)

•	Project Management Applications	Enrolled May 13 - 17, 2002
•	Quality for Project Managers	February 25 – 27, 2002
•	Contracting for Project Managers	November 26 - 28, 2001
•	Risk Management	August 15 - August 17, 2001
•	Scheduling And Cost Control	June 18 - June 22, 2001
•	Project Leadership, Management, And Communications	March 26 - March 30, 2001
•	Managing Projects in Organizations	January 29 - January 31, 2001

### Oracle University, Chicago, IL

•	Java Programming Complete Course	February 5 - February 9, 2001
•	Develop Web-Based Applications with PL/SQL	February 1 - February 2, 2001
•	Developing Database Applications Using Java V3	May 30 - June 2, 2000
•	Oracle Application Server 4.08 Administration	December 13 - 15, 1999
•	Oracle 8 Database Administration	August 12 - 13, 1999
•	Oracle Network Administration	May 17 - 21, 1999
•	Oracle Channel: PL/SQL Coding Techniques	May 6-7, 1997
•	Oracle Forms Foundation and Forms I	April 14 - 18, 1997
•	Introduction to PL/SQL Programming	November 4 - 8, 1996

## Motorola University, Schaumburg, IL

•	Java Beans Component Development	March 6-10, 2000
•	C++ Programming	June 29 - July 1, 1998
•	Beginning and Intermediate HTML	May 19 - 20, 1998
•	Basic Java Programming	April 16 - 20, 1998
•	Brio Query Novice Explorer	April 1, 1998
•	Teamwork and Six Steps to Problem Solving	February 5, 1998
•	ISO MIE Procedure	December 1, 1997
•	MIE Software Process	December 1, 1997
•	Advanced PL/SQL Packages	October 1997
•	Introduction to Clearcase	June 10 - 11, 1997
•	Formal Technical Review	May 1997
•	PERL programming	April 7 - 8, 1997
•	Introduction to C Programming	November 1996

### Sun Microsystems, Chicago, IL

• Introduction to Java Programming

November 15 - 19, 1999