

DAVID B. EDWARDS
6819 Locustview Drive
Topeka, Kansas 66614
(913) 233-1552
dedwards@cpu.fairview.edu

JOB OBJECTIVE

Work as a programmer with writing, editing, and training responsibilities, leading to a career in information design management.

KEYWORDS

Programmer, Operating Systems, Unipro, Newsletter, Graphics, Cybernetics, Listserv, Technical Writer, Editor, Trainer, Teacher, Instructor, Tutor, Designer, Manager, Information Design.

EDUCATION

- ** Fairview Community College, Topeka, Kansas
- ** Associate's Degree, Computer Science, June 20--
- ** Dean's Honor List Award (six quarters)

RELEVANT COURSE WORK

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|--------------------------------|----------------------|
| ** Operating Systems Design | ** Computer Graphics |
| ** Database Management | ** Data Structures |
| ** Introduction to Cybernetics | ** Technical Writing |

EMPLOYMENT EXPERIENCE

- ** Computer Consultant: September 1999 to June 2001
Fairview Community College Computer Center: Advised and trained novice computer users; wrote and maintained Unipro operating system documentation.
- ** Tutor: January 1998 to June 2001
Fairview Community College: Assisted students in mathematics and computer programming.

SKILLS AND ACTIVITIES

- ** Unipro Operating System: Thorough knowledge of word-processing, text-editing, and file-formatting programs.
- ** Writing and Editing Skills: Experience in documenting computer programs for beginning programmers and users.
- ** Fairview Community Microcomputer Users Group: Cofounder and editor of monthly newsletter ("Compuclub"); listserv manager.

FURTHER INFORMATION

- ** References, college transcripts, a portfolio of computer programs, and writing samples available upon request.