

DONALD J. MIKLER, JR.

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INFORMATION TECHNOLOGY SHAREPOINT SPECIALIST

PROFILE:

- Skilled in all aspects of website development, software design and database management in diverse institutional environments.
- Results-driven experience with C# .NET application programming, SharePoint, and extensive end user training.
- Effectively build team relationships and lead cross-functional professionals, meeting project deadlines and delivering applications per client requirements.
- Multi-tasking talents in systems analysis, process improvement, customer interaction, and the preparation of accurate documentation.

TECHNICAL BACKGROUND:

- Microsoft Certified Program Developer: SharePoint Developer 2010 (MCITP)
- Microsoft Certified Visual C# .NET Web Applications Specialist. (MCTS)
- Microsoft Certified SQL Server 2005 Programmer. (MCTS)
- Microsoft Office User Specialist. – Office 2010
- Microsoft Office SharePoint Designer
- Competent Graphics Editor.
- Expert Web Content Developer.

EMPLOYMENT:

United States Air Force, JBLM, WA 2011-Present
Devine Consulting
SharePoint Specialist
Department of Defense Contractor for the Enterprise Information Management SharePoint Systems for the 62d Operations Group and Squadrons
→ Sr. SharePoint Solutions Developer – SharePoint Lead
→ Project Manager, Business Analyst, and Web Applications Developer

State of Washington, Olympia, WA 2008-2011
Washington State Patrol
Information Technology Specialist III
SharePoint Support Lead for the WSP Enterprise and Assistant Webmaster.
→ Web Support Team Analyst – SharePoint Lead
→ Web Applications Developer – SharePoint Solutions Developer

State of Washington, Olympia, WA 2007-2008
Public Disclosure Commission
Information Technology Specialist III
Contributed to the ongoing maintenance of the PDC's public internet web site. Customized the replacement of a major database applications used by the public and media in searching data and viewing reports filed with the Commission into a more user friendly system. Planned the creation of a subscription service where the interested public and press subscribers subscribe to a RSS feed and pull information stored in the Commissions repositories that interests them.
→ Produced .NET customizations to a Document Imaging CMS Application
→ Internet Software Applications Developer – Systems Analyst – Tester.

State of Washington, Olympia, WA 2005-2007
Office of the Secretary of State

Information Technology Specialist II & III

Initially assigned as the Help America Vote Act (HAVA) Webmaster. Performed web maintenance and design duties for the OSOS Webmaster: Completed complex web application maintenance for numerous divisions inside the Secretary of States domain. Promoted and assigned to the Statewide Voter Registration Team.

- Produced new collection dynamic web applications for the Elections Division.
- Utilized hands-on expertise in programming with C#, VB and T-SQL coding techniques maintaining the Elections, Library and Corporations public portals.
- Maintained SQL Aging logs for the Elections divisions public disclosure voter registration database. Developed and catalogued efficient T-SQL queries.
- VB.Net & C# Web Programmer – Systems Analyst – Lead Tester.

State of Washington, Olympia, WA 2004-2005
Department of Health

Office Assistant Senior: GIS analyst (student intern) – Sub-site web developer

Performed OA duties: telephones, mail, calendar, meetings and scheduling. Organized an extensive library of GIS maps and data files for the Office of Community and Rural Health. Webmaster for Dept of Health/OCRH unit.

- Produced a new collection of 39 county GIS maps to supplement county access reports for senior research staff.
- Utilized hands-on expertise in programming, maintaining and repairing complex Geographical Information Systems (GIS) maps.
- Maintained documentation, testing, and training records for the OCRH staff.

State of Washington, Olympia, WA 2002-2003
Department of Corrections Olympia, WA

Leader - Web Applications Unit

Performed extensive coding enhancements for various client server applications for the Web Applications Unit/Information Services group.

Appointed as System Administrator for the Public Disclosure application, supporting more than 40 end users.

Maintained mission-critical information on Intranet/Internet servers to support Human Resources and the Public Information Office.

- Designed the home page and logo graphics for this organization, while coordinating domain migrations to both Intranet/Internet web servers.
- Designed web pages and managed content and graphics per unit requirements.

State of Washington, Olympia, WA 2002
Employment Security Department

Analyst - Data Entry Scanning & Retrieval

In charge of verifying, editing and indexing extensive tax data into the departmental database to support UI Tax Administration operations.

Accessed scanned documents by ES Reference Number and entered financial/social data for Unemployment Insurance Benefit Claims.

- Ensured peak performance and smooth operations in all data processing through complete attention to accuracy, procedural compliance and creative troubleshooting.
- Utilized hands-on expertise in installing, maintaining and repairing complex systems and equipment.

Evergreen State College, Olympia, WA 1999-2002

Computer Technician Assistant

Primarily involved with setting up, configuring and maintaining PCs, printers and peripherals, along with troubleshooting and document preparation.

- Migrated legacy data to a new database application designed to track all new assets and schedule installations.
- Instituted security measures, operating policies, and quality testing procedures.

PREVIOUS EXPERIENCE:

- Held leadership positions in inside sales, warranty management, customer service and product assembly for several consumer-oriented businesses in the area.
- Consistently recognized by management, clients and customers for multi-tasking talents in team building, needs analysis, and attention to detail in time-sensitive situations.

EDUCATION:

CED Solutions Training Center, Atlanta, GA 2011
SharePoint Developer 2010
SharePoint 2010, Application Development
SharePoint 2010, Administrator

University of Washington, Seattle, WA 2010
Advanced Web Applications Development in .NET

SQL Soft, Bellevue, Washington 2009
Microsoft Office SharePoint Server
Microsoft Office SharePoint Server

Koenig-Solutions, New Delhi, India 2008
Microsoft Certified Technical Specialist Training

Evergreen State College, Olympia, WA 2006
Masters in Public Administration
Bachelor of Science with concentration in Computer Science 2002

University of Washington, Seattle, WA 2004
Certification in Advanced Web Programming