




LYNN RICHARDS

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PROFESSIONAL SUMMARY

IT professional with extensive experience in designing, developing, testing, and deploying applications. Demonstrated ability in project management, database administration and customer support. Able to effectively self-manage during independent projects, as well as collaborate in a team setting.

EDUCATION

Project Management Professional (PMP)

Project Management Institute

Vancouver, BC

(In progress - Expected Sept 2024)

Full Stack Developer Certification

CareerFoundry

Vancouver, BC

Master of Science in Computer Science

Cornell University

Ithaca, NY

Bachelor of Science in Computer Science

The American University

Washington, D.C.

TECHNICAL SKILLS

- MS SQL Server, MongoDB
- CSS, JavaScript, jQuery
- Node, REACT, Bootstrap
- MS Office, Adobe Suite
- Git, Trello, Teamwork, Zendesk, and more...

ADDITIONAL INFORMATION

- Fluent in English, French and Arabic.
- US & Canadian citizen.
- Avid cyclist, and trail runner, with top podium finishes at races in BC and AZ.

WORK HISTORY

IT Consultant - NGN Productions

Vancouver, BC • 09/2017 - present

- Automated a film repository using Google Apps Script (GAS), allowing producers to manage worldwide movie releases and generate automatic weekly reports for company executives.
- In charge of IT infrastructure, management and maintenance of the organization's assets and staff database.

Project manager - Cycling Components Network

Vancouver, BC • 11/2015 - 05/2017

- Led a team of engineers through of all phases of the software development lifecycle to create cutting-edge online registration systems for clients such as *USA Cycling* and *Triathlon Canada*.
- Maintained project schedules, work breakdown structures, issue logs, and status reports ensuring timely completion of deliverables.
- Gathered, analyzed, and presented statistical membership reports for *Triathlon Canada* and *The Vancouver Sun Run* by writing an application that generated and compiled historical customers' membership data.

Web Developer - Self

Phoenix, AZ • 09/2009 - 11/2015

- Maintained client-server solutions for *The Cawley Company*, a worldwide provider for badge identification systems. Applications included an encrypted database-driven badge ordering system for all *Carlson Hotel* branches, and online employee badge ordering systems for *Cintas*, and *Budget* offices nationwide.

Corporate Quality Senior Software Engineer - Intel Corporation

Chandler, AZ • 10/1995 - 09/2006

- Responsible for the design and development of the central repository for Intel's Customer Operational Shared Resource (COSR). Contributed to each step of COSR's n-tier application development lifecycle: design, development, deployment & support.
- Product owner of Intel's Change Management Information System: a client-server application that automates the notification of product changes to Intel's customer base worldwide. Contributed to the design, development, testing & support of the application.