WORK EXPERIENCE (Continued)

Senior Computer Operator, Bergen Mercy Hospital, Omaha NE (20xx – 20xx)
- Supervised shift operations and staff, trained employees, developed work schedules and monitored work performance.
- Operated IBM and Digital systems; identified and resolved problems to assure smooth and efficient system operations.

EDUCATION

MBA with Concentration in Management Information Systems
Bellevue University, Bellevue NE   Expected Graduation: June 20xx

Bachelor of Science, Bellevue University, Bellevue NE (20xx)
     Major: Computer Information Systems   Minor: Business Administration
     GPA: 3.45/4.00   GPA in major: 4.00/4.00   Dean's Scholar

Certificate in Computer Programming
Electronic Computer Programming Institute, Omaha NE (20xx)

TECHNICAL KNOWLEDGE AND SKILLS

C, C++, Visual Basic, COBOL   Windows 9x/200x/XP
Advanced Microcomputer Applications   UNIX/Linux
Management & Design of Database Systems   SQL
Relational Database Management   Microcomputer Graphics/Mapping
          MS Office (Word, Excel, PowerPoint, Outlook, Access)

REFERENCES AVAILABLE UPON REQUEST