

Résumé of Stephen Cooke



Executive Summary

Stephen has over 30 years experience in IT, having gained experience with a broad range of Apple, Microsoft, Oracle and other company's technologies, applications and development tools. His strong IT background is supported by extensive experience covering Accounting Systems, Payroll and HR, Desktop Publishing, Graphics and the Printing Industry, Manufacturing, Retail and Wholesale.

Stephen can work both independently and as a team member. He has good business acumen, solid work ethics, and is comfortable dealing with all levels of management. He has applied company Quality Assurance methodologies to the preparation of Business Requirements, Technical Specifications, User Documentation, etc., demonstrating strong documentation skills.

He has extensive administration experience, has supervised staff, and is self-motivated and focussed on meeting project deadlines. He is flexible with his approach to work and is not afraid to implement changes. Stephen has impressed as being eager to learn new skills, and is extremely quick to grasp new concepts and to apply his knowledge to new situations.

Stephen continues to learn new skills, last branching out into iOS, Java, PHP, and the Unix power plant beneath Mac OS X. He remembers paper tape and punch cards, and much prefers Gigs of RAM and Fast Ethernet!

Client feedback

Stephen was crucial to the development of the software application in accordance with TfNSW quality standards and business requirements to support Public Passenger Services' operations.

His ongoing database maintenance, streamlining and updating has been invaluable.

D.T., Transport for NSW, 2013

Stephen has provided fantastic service in the development and maintenance of a highly critical portfolio of applications used by the licensing and accreditation division of Transport for NSW and has done over many years.

M.R., Transport for NSW, 2013

At all times Stephen has been providing cost effective and timely support for (our system) and when requested also providing enhancements to the system to facilitate better management of the Industry. He works and converses well with all levels of staff and is always willing to assist in any way he can. In saying that, he is always forthright about potential enhancements, providing honest cost benefit assessments of potential improvements often to his financial detriment (i.e. he will provide more efficient improvements that cost less).

G.D., Roads and Maritime Services, 2013

Stephen is a highly reliable developer who has always delivered for the client across a number of projects and application maintenance activities. Stephen developed really strong working relationships with the customer base that were invaluable in meeting the Business/ IT goals.

K.G., Ministry of Transport, 2009

Stephen is an excellent programmer, problem solver and all round professional contractor. He has been responsible for the creation and ongoing maintenance of one of the most important applications used by the Transport Operations Division.

Stephen can work autonomously and achieves a great level of customer satisfaction in the work that he does. His professionalism, attention to detail and care for quality would make him an asset to any project or operation.

I highly recommend him and would hire him again if the opportunity presented itself

M.R., Ministry of Transport, 2009

Stephen is professional and reliable and I wish I had made use of his services earlier! Stephen is very flexible and at a very reasonable price. There is a high quality in the delivered products.

S.H., itoi, Denmark, 2009

Personal

Address Hornsby Heights, NSW 2077
Marital Married with three adult children
Faith Christian.
Telephone Mobile 0409-770-439
Office +61 2 9477-5392
Email Business: steve@integrityconsultants.com.au
Citizenship New Zealand, with permanent Australian residency.

Education

Training Courses

Apr. 00 Microsoft Project 98
Feb. 97 Microsoft Certified Product Specialist
Feb. 97 Microsoft Certified Professional - Implementing & Supporting NT Server 4.0
Dec. 96 Microsoft Certified Professional - Programming with Visual Basic 4.0
Mar. 95 Programming in the Microsoft Windows environment
Feb. 95 Supporting Windows for Workgroups 3.11
Nov. 94 Stepping into Supervision
Oct. 94 GUI Development Tools
Aug. 93 Le Maitre Pyrotechnics & Pyroflash Systems
Oct. 86 Leadership Development Course

Tertiary

1977-80 University of Waikato - Bachelor of Social Sciences with Computer Science and Demography majors
1973-75 University of Waikato - Bachelor of Arts with English major

Employment Summary

Oct. 00- Company Director, Integrity Consultants Pty Ltd, also trading as BizHosting
Mar. 00 - Oct. 00 Team Leader, CFS Group Australia
Aug. 97 - Mar. 00 Systems Analyst & Tech. Specialist, Geac Computers
Aug. 96 - May 97 Software Design Engineer, Strategic Software International
Jul. 95 - Jul. 96 Software Engineer, B.C.M. Systems
Jul. 90 - Jun. 95 Senior Analyst/Programmer, Micropay
Nov. 89 - Jun. 90 Analyst/Programmer, Hotel Computer Systems
Sep. 88 - Nov. 89 Self-employed
Feb. 81 - Sep. 88 E.D.P. Supervisor, Taumarunui County Council
1980 - present Various contracts

Business Skills

Credit Management Account creation, debt collection, COD
Financial Management Trial Balance, Reconciliations, Subsidiary Ledgers, Balance Sheets, GST
Financial Software General Ledger, Debtors, Creditors, Inventory, Billing
GST 11 years experience with GST in own businesses in NZ and Australia
Local Authority Acct'g Ledgers, Rating, Staff Mortgages, Plant Costing & On-costing, Payroll
HR & Payroll Payroll, Leave Planning, Personnel Administration, HR Development, Organisational Structure, Salary packaging, OH&S, Superannuation
Health Industry Clinical Register, Appointments, Billing
Manufacturing Stock control, inventory, manufacturing process, supply chain management
Project Management Task & Resource Management, Project Monitoring & Reporting, Contingency Planning

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|--------------------|---|
| Retailing | Wholesale warehousing, retailing |
| Quality Management | AS3563, Templates, Sign-offs, Forms, Procedures, Version Control, Registers |
| Software Training | Graphics & Desktop Publishing, AppleWorks, Macintosh OS |

Applications Experience

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| Accounting | M.Y.O.B. AccountEdge NE, Bestbooks, First Accounts; BLAMIS |
| Databases | Microsoft Access 2.0, 95, 97; Microsoft SQL Server 6.0 - 7.0; Borland Paradox; Burroughs "CMS Reporter"; FileMaker Pro 3-8; Informix; Oracle 8-11; XDBS |
| Desktop Publishing | Aldus Pagemaker 2.0 - 7.0; Quark Express 3.1; Ready-Set-Go |
| Development tools | MS Visual Basic 3-6.5, Visual C/C++, Visual SourceSafe, ADO, DAO, ODBC, MAPI, OLE, MS-BASIC; Crystal Reports Pro 4 - XI; MKS RCS Source Control System, Subversion; Symantec C/C++; Borland C/C++, Turbo C, Pascal; VMware Fusion |
| Graphics | Adobe Illustrator; MacPaint; MacDraw; Visio |
| Groupware | MS Exchange, Outlook; Novell Groupwise |
| Internet | HTML; Apache, MS-IIS, Internet Explorer; CDML; Adobe Pagemill, Claris Homepage; RapidWeaver, Sandvox, Code, iWeb; BBEdit; CGI, SSI; own web hosting company |
| Languages | Java, Microsoft Visual Basic 3 - 6.5, PHP 4-5, Transact SQL, C & Visual C/C++, MS-BASIC; Symantec Think Pascal & C, C/C++; Borland C/C++, Turbo C, Pascal; B-92 BASIC, COBOL, Assembler, NDJ and JCL job control language; IBC Theos BASIC & EXEC menu/job control language; PDP 11/34 BASIC, 11/70 RSTS BASIC-Plus |
| Networking | Microsoft Windows NT 4.0 Workstation and Server; NOVELL 2.x-4.x; Apple Classic Networking and Open Transport, LocalTalk, EtherTalk & TCP/IP; Burroughs TD830-protocols |
| Operating Systems | Microsoft MS-DOS, Windows 3.1 - XP Workstation and Server; Apple Mac OS 5-X (Mavericks); Burroughs MCPX, BTOS; DEC RSTS-E, VAX/VMS; NDOS; IBM PC-DOS with Pen extensions, AS/400; OASIS/THEOS; UNIX |
| Payroll | Micropay Payroll & HR, Genius; BLAMIS |
| Project Management | MS Project 98 |

Hardware Experience

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| Altos | 2086 UNIX system |
| Apple | IIfx, Macintosh SE - 27" iMac |
| Burroughs | A-series mainframes, B1700 and B80/B90 series minicomputers, B20 PCs |
| Digital | PDP 11/34 and 11/70 minis, VAX 11/780 midcomputers |
| IBC | Middi Cadet micro |
| IBM | AS/400, PC/clones, Thinkpad pen-based tablets |

Employment History

Contracts

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|------------------------|---|
| 2003-Jan, Apr-Jun 2014 | Business Partner of Roads and Maritime Services (previously the Roads and Traffic Authority), supplying development services using Visual Basic 6, Crystal Reports XI and Oracle 11. |
| 2001-Jan, Apr-Jun 2014 | Supplying development services to Transport for NSW, using Java, Visual Basic 6, PHP4&5, Perl, Crystal Reports 8-XI, FileMaker Pro, Informix and Oracle 11. Built a large PHP web site which was nominated for a "Delivering Better Services" award in the 2008 Premier's Public Sector Awards. |
| Dec. 00 | Maintenance of a FileMaker Pro database, also adding an Applescript interface. |
| Mar. 00 | Consultant in development of the <i>Project Profile & Portfolio System</i> , a FileMaker Pro database for the U.S. Navy, Naval Medical Research Centre Biomedical Research Laboratories. |

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|----------------------------|---|
| Aug. 99 | Developed a FileMaker Pro reservations database with a web interface, using CDML and HTML coding. |
| May 99 - Sep. 99 | Designed & implemented a cross-platform Filemaker Pro customer database system. |
| May 95 - Aug. 95 | Designed & implemented a multi-level marketing system using MS-C and PC-DOS. |
| Oct. 94 - Nov. 94 1983 | Led a team of 4 staff members to develop a MicrOpay payroll costing module. Designed & built a Network Loading Information System for a power distribution network |
| Sep. 80 - Jun. 81 | Maintenance work on the University of Waikato Library's on-line Bibliographic system |
| Jul. 80 - Sep. 80 | Designed & implemented a statistical analysis package for the University of Waikato School of Management Studies Student Records system |
| <i>Permanent positions</i> | |
| Mar. 00 - Oct. 00 | Team Leader (Visual Basic). CFS Group Australia Pty Ltd, North Sydney |
| Aug. 97 - Mar. 00 | Systems Analyst and Technical Specialist positions Geac Computers Pty Ltd, St. Leonards |
| Aug. 96 - May 97 | Software Design Engineer. Strategic Software International Pty Ltd, Pymble, N.S.W. |
| Jul. 95 - Jul. 96 | Software Engineer. B.C.M. Systems Pty. Ltd, North Sydney, on-site at A.P.I., Northmead |
| Jul. 90 - Jun. 95 | Senior Analyst/Programmer. MicrOpay Pty. Ltd., Chatswood, N.S.W. |
| Nov. 89 - Jun. 90 | Analyst/Programmer Hotel Computer Systems Ltd., Auckland. |
| Nov. 88 - Nov. 89 | Self-employed Desktop publishing, computer reselling |
| Feb. 81 - Sep. 88 | E.D.P. Supervisor Taumarunui County Council, Taumarunui, New Zealand. |

Other Interests

Currently

Owner/builder
Travel - I liked Denmark so much I learned Danish
See me on LinkedIn at <http://www.linkedin.com/in/cookes> and also on Facebook

Previously

Member, State Emergency Services, Hornsby unit of Sydney Northern region
Sound Team Leader for Pennant Hills Christian Outreach Centre
Manager for Hornsby U/12 Blues Cricket Team
Sound Engineer for Community Church Hornsby
Secretary/Treasurer for the Piriaka Primary School Committee
Secretary/Treasurer for the Taumarunui Community Faith Centre
Associate member of the N.Z. Computer Society, and
Tutor for Taumarunui Rural Education Activity Program computer courses on the Apple IIe and Macintosh