Robert Jay Austin

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5671 U. Cold River Rd.
North Shrewsbury, VT
05738

Education

University of Colorado
Boulder
Major – Geography
3.5 GPA
Minor – Geology
3.5 GPA

Computer Skills

Mapping Software
ArcGIS
ArcView
Google Maps
Vector Graphics
Adobe Illustrator
CorelDRAW
Inkscape
Raster Graphics
Adobe Photoshop
Corel PHOTO-PAINT
GIMP
3D Animation
Blender 3d
Web Development
PHP
MySQL
HTML
CSS

Hobbies

Ultra running
Chess
Artisanal Bread Baking

A strong teacher, adept at working with groups and one on one, whose diverse background demonstrates leadership and superior knowledge of the technologies being used in today's modern office environment.

Professional Experience

Instituto Boliviano para Investigaciones Forestal

Consultant
Santa Cruz, Bolivia; February 2017 – Present

- Assisted with redeployment and migration of IBIF's website.
- Worked to implement a database for the distribution of publications.

Santa Cruz International School

Information and Communication Technologies Teacher
Santa Cruz, Bolivia; January 2015 – December 2016

- Taught grades 5 through 12. Courses included: computer hardware, computing history, and the use of word processing, spreadsheet, and presentation software.
- Supervised the creation of student web pages using HTML, CSS and Javascript in a basic text editor.
- Based curriculum on the Cambridge International School's ICT guide.

Centro Ecológico Cuevas

Manager
Santa Cruz, Bolivia; May 2011 – December 2014

- Defined weekly projects for permanent and contracted employees.
- Reconciled daily and weekly receipts.
- Assisted in daily tasks necessary to keep the property running.
- Identified opportunities to improve visitor experience.

EMARC and IGP, University of Colorado at Boulder

Professional Research Associate
Boulder, Colorado; August 1999 – December 2010

- Digital Editor and Cartographer:
  - Guided the creation of 3d animated maps and interactive content.
  - Edited sound, digital imagery and video into a coherent story for educational shorts placed in park visitor centers and museums.
- Proposed and procured computing hardware for faculty and staff.
- Proposed and implemented the redesign of the computer network and backing storage solution to better manage large volumes of data.
- Provided support to students using RHEL to conduct research.

Case Logic, Inc.

Junior Buyer and Lead Shipping Clerk
Boulder, Colorado; January 1992 – August 1997

- Interacted with suppliers to procure office and warehouse supplies.
- Generated purchase orders for the Marketing and Sales departments.
- Communicated product shortfalls to production supervisors and ascertained future availability.
- Maintained a steady flow of work in the shipping department.
- Performed basic copier maintenance.