

MIS INTERNSHIPS

Summer 2016

Chamber of Commerce- Alejandra Ferrer Mendarozqueta
510 Market St, Fulton, MO 65251
Fulton, MO 65251

Contact: Tamara Fitzpatrick Tamara@callawaychamber.com 800 257 3554

Duties: Developed advanced Wordpress website. Worked to transfer site from Content Management System to a Linux/Wordpress system.

Comment from Supervisor: Alex is a joy to work with at the Chamber. She has given ideas and suggestions to improve our website. I look forward to seeing our finished product.

University Information Systems - IT – Juan Roig
William Woods University
One University Ave
Fulton, MO

Contact: Steven Goodson, steven.goodson@williamwoods.edu 573-592-4224

Duties: Resolved Wi-Fi issues, developed a queue for a model classroom, changed location of camera, ran cable between floors, made two e-blast development, installed thin clients, installed and confirmed new badge software, discussed with salesmen regarding Brocade product.

Samuel U Rogers Health Center – Patrick Lewis
825 Euclid Ave,
Kansas City, MO 64124
(816) 474-4920
Contact: George Devereaux thsmith@rodgershealth.org

Duties: Installed over 25 computers, 156 phones, and replaced nearly 25 hard drives. Learned how to image computers. Learned NexGen software. Shadowed Network administrator. Troubleshooting IT issues.

Summer 2015

Media Cross

100 Chesterfield Business Pkwy #200
Chesterfield, MO 63005

Contact: rr@afresh.com

Duties: Assisted MediaCross Creative Team on a number of client websites, including The Pasta House, Arch Grants, and St. Clare Catholic School websites, as well as the MediaCross Company Blog.

Central Technology Services

2100 Stewart Dr.
Jefferson City, MO 65109

Contact: [Mike Vanhooser@ctsinc.biz](mailto:Mike.Vanhooser@ctsinc.biz)

Duties: Assisted with secure removal of credit card numbers from bank servers, checked for vulnerabilities on IP addresses, and worked to identify malicious content within documents.

State of Missouri IT Department

Contact: Cynthia.Hassler@oa.mo.gov

Duties: Cyber Security training and web-traffic analytics.

William Woods University IT Dept.

One University Ave.
Fulton, MO 65251

Contact: Steven.Goodson@williamwoods.edu

Duties: Assisted Network Support Manager, working with servers, gateways, TCP/IP, and installing Virtual Machines and Xirrus Wireless Arrays. Tagged and untagged ports to LRM modules and VLANs.

REJIS

100 Chesterfield Business Pkwy #200

Chesterfield, MO 63005

Contact: rr@afresh.com

Duties: Helped provide information technology services to over 200 law enforcement and other government agencies and furnish public record access to 900 law firms throughout Missouri. Assisted in developing custom applications, install and support custom and commercially-available software, perform systems integration, design custom interfaces, resell commercially-available hardware and software, and allow access to remote data bases.

Spring 2015

Kingdom Technologies

2635 Fairway

Fulton, MO 65251

Contact: Rob Barnes rbarnes@ktis.net or Kathy Brown kathyb@ktis.net

Duties: PC technician, Retail associate; help troubleshoot customer and business client PCs in-store, on location, and over the phone; configure wireless networks

Department of Conservation

2901 W Truman Blvd

Jefferson City, MO

Contact: Allan

Pollreisz

Allan.Pollreisz@mdc.mo.gov

Duties: Setup and manag Helpdesk tickets for departments. Clean up laptops/reimage computers.

Help set up technology for Missouri Natural Resources Convention. Pull fiber cable to new areas to assist

with bandwidth. Complete inventory reports. Desktop support.

Summer 2014

Ultramax Sports

700 Broadway

Columbia, MO 65201

Contact: Chris Fetiz – 573-445-2664 or chris@ultramaxsports.com

Duties: Setup and manag mobile network at numerous race locations; utiliz multiple software programs, including File Maker Pro, RunScore, and Microsoft Mail Merge; install timing equipment and supervise timing process at endurance events.

Social Solutions, LLC

Columbia, MO

Contact: Leslie Meyer 573-473-1567 or socialsolutionsbylesliemeyer@gmail.com

Duties: Manag social media including Facebook and Pinterest for clients; organize and set up dates for meeting with clients; Photography to advertise for clients; build and maintain websites for boss and clients.

Kingdom Technologies, Inc

Fulton, MO

Contact: Kathy Brown kathyb@ktis.net

Duties: Resolve support tickets: laptops/desktops/mobile; Clean off viruses, malware. Run quickscans to detect and clean machines. Program 365 Internet radios. Reimage/reload clean operating systems. Install hardware & Software.

Spring 2014

Osage Industries

194 Twin Ridge Rd

Linn, Mo. 65051

Contact: John Kehoe jkehoe@osageind.com

Intern Duties: In charge of all updates or changes to the company website using Dot Net Nuke.

Fulton Area Chamber of Commerce

409 Court St

Fulton, MO 65251

Contact: Claudia Starr claudia@callawaychamber.com

Intern Duties: Construct a new website for the Chamber using a new Member Management

Software called ChamberMaster. Meet with executive director on a regular basis to design and develop the new site. Site: Fultonmochamber.com. Assist organization in acquiring new domain name. In addition, provide support to Chamber employees on any computer related issues, i.e. Excel.

Dollar General

1900 Cardinal Dr
Fulton, MO 65251

Contact: Gary Pratt - (573) 592-3506 gpratt@dollargeneral.com

Intern Duties: Assist Human Resources Representatives in recruiting and selection process of hourly employees. Conduct phone screens. Schedule interviews. Make job offers. Attend job fairs. Utilize the HR Recruiting Management System (RMS) to assist in screening applicants. Attend "Peer Review" Meetings.

Summer 2013

Independent Contractor – Website Development

Fulton, MO

Intern Duties: Work independently to design, develop, and upload to the Internet websites for various clients (Fulton Brick District, Kingdom of Callaway Supper, Gilpin Contractors, Kingdom Projects).

Semesters: Summers, 2010, 2013

University Information Technology

William Woods University
One University Ave
Fulton, MO 65251

Contact: 573 592-4224

Intern Duties: Replace CMOS batteries, network printers, coordinate VLAN configurations, update Jenzebar, file management, remote server administration, wireless LAN administration; phone support; resetting passwords, etc.

Semesters: 2010, 2011, 2012, 2013

Cosmiac

2350 Alamo Ave SE
Albuquerque, NM

Contact:

(505)242.0339

Intern Duties: Adobe Muse Tutorials. Setup for event launches. Work on installing and Trouble shooting phone system.

Textron

4455 Boeing Dr
Rockford, IL 61109

Contact: (815) 397-7070; (800) 435-0786

Intern Duties: Attend various IT integration review meetings. Update prices in online catalog (SAP). Write various formulas using VLookup functions for identifying new pricing. Work on Telecomm spending pivot tables; separate invoices. Work on active ports running in the server room. Cross check active/non-active ports. Usability Testing Ecommerce site.

IBM

2810 Lemone Industrial Blvd #1
Columbia, MO 65201

Contact: Michael Kilgor mgkilgor@us.ibm.com

Intern Duties: Training through online courses company, become a part of a quality analyst team, organize and plan meetings, facilitate a learning tool card game through a 2-day training session for IBM employees. Data analysis in order to create Process Behavior Analysis charts. Unix training.

Summer 2012

Co-Mo Electric Cooperative

29868 Missouri
Tipton, MO 65081

660 433-5521 ; (660)433-6154

Contact: Randy Klindt, rkclindt@co-mo.coop, 660 433-5521 ; (660)433-6154

Intern Duties: Work closely with the 'IT Specialist' team. Work on refurbishing tablet computers. Utilize NISC & TWACS programs for tracking faulty meters, locating corresponding meters, etc. IT support for employees. Oversee the servers

Caseys General Store #1725

1301 S Business 54

Fulton, MO 65251

Contact: Debbie Bonsall – gryndbb@gmail.com

Intern Duties: All basic business operation of Casey's in Fulton.

Summer 2011

Propel Marketing

7171 W 95th St

Overland Park, KS

Contact: Amanda Spacaj-Gorham; Email- asg@mjproductsco.com

Office- 636-349-0290 ext. 104

Intern Duties: Work on 3 websites. Read several web tutorials involving VbJavaScript, CSS, HTML and other programming languages. Learn ASP form development.

NJVC IT Services

111 Manufacturers Dr

Arnold, MO 63010

636.287.5130

Contact: Kenneth.Crist@njvc.com

Intern Duties: Work on Digital Replication and digital media in printing; Assist in prepress printing jobs and ISO auditing; learn project management program – e-Pace; create estimate statements, set inventory and database collection/usage on company software; completed Microsoft Word/Excel modules; study production and sales modules for company shipping inventory; job shadow Server administrator and establish network connections.

SchoolTube

10024 Office Dr Suite 200

St Louis, MO 63128

Contact: carizpe@schooltube.com, 314-406-0022

Intern Duties: Answer Help Desk tickets. Set up remote Mac to access programs using OneLogin, a web application that manages website analytics data, emails, and request tracker. Develop presentations for various meetings. Help develop new apps. Work on SchoolTube videos.

Loughill Properties

5151 Commercial Dr
Columbia, MO 65203

Intern Duties: Work with 'Rent Manager' – import templates, create text document training manual.
Work on databases to Rent Manager.

Spring 2011

PDS Cortex

1101 Hutchens Dr
Columbia, MO

Contact: Mr. Jim Harders j-harders@pdsmed.com

Intern Duties: Read and review manuals to learn Clarion. Attend programming meetings. Work on programming projects.

Jefferson City Medical Group

1241 W Stadium Blvd
Jefferson City, MO 65109

Contact: (573) 635-5264

Intern Duties: Complete CSS and Javascript Tutorial; study PHP form coding; attend software programming meetings; review JCMG audit journals to highlight changes on patient records; install inventory control software; add computers to JCMG domain; create asset reports for phone system.

William Woods University

University Relations (Talon)
One University Ave
Fulton, MO
MaryAnn Beahon (ext: 1127)

Intern Duties: Contact businesses regarding advertisements (design, approval, etc).

Summer 2010

Fulton Public Schools –Information Technology Department

1 Hornet Dr
Fulton, MO

Contact: Dan Hedgpath Dan_hedgpath@fulton.k12.mo.us

Intern Duties: Assist with configuring all computer labs throughout the district. Fix printers, load

software, help teachers log in and add new teachers to the active directory. Complete troubleshooting daily. Imaging of computers. Inventory. Mac & PC based internship.

Ameren UE(Nuclear Plant)

IT Field Support Co-Op

Fulton, Missouri

Intern Duties: Respond to requests for technical assistance; diagnose and resolve technical hardware and software issues; research questions using available information resources.

Dot Foods - IT Administration

17050 Baxter Rd #130

Chesterfield, MO

Contact: 217-773-4411 x12225

Intern Duties: Print server administration: networking, address changes, scripts, print quality repair, install printer drivers 32bit/64bit and basic maintenance. Reimage laptops using Altriris Deployment Solutions. Helpdesk assistance. Deleting inactive user accounts. Firmware Upgrades.

Fall 2009

State of Missouri – Department of Labor & Industrial Relations – Web Dept.

3315 W Truman Blvd

PO Box 504

Jefferson City, Missouri 65102

Contact: 573/751-9691 ; 573-751-2461

Intern Duties: Major revisions to the department website were completed throughout the semester. Usability checking of the website was a large part of the job.