

Conan W. Purves
Montréal, PQ

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Education:

Reed College, Portland, Oregon, August 1987 to May 1992.

Bachelor of Arts, History, May 1992.

Honors Thesis "The Development of the Modern Welfare State"

Experience:

Teacher, Technology & Science (9/00 to 11/03)

Institute for Collaborative Education

Taught computers to grades 6 through 12 in New York City public school. Curriculum included raw html, Office, Photoshop, Pagemaker, Filemaker Pro, Microworlds, Mac OS X and 9. Taught science to grades 6 and 7.

Technology Manager & Department Head (9/00 to 11/03)

Institute for Collaborative Education

Set up and managed xServe LAN for school, maintaining hardware and software for 62 desktop computers and 32 laptops, running Mac OS X and 9. Built and managed scheduling and report card database for 380 students and 25 teachers in Filemaker Pro.

Manager, Client Services (4/99 to 6/00)

Deja.com

Led team of 5 to maintain relationships with website advertising clients. Acted as technical liaison between programming and advertising. Oversaw collection, manipulation and presentation of advertising return data using Excel and html.

Senior Planner, Public Relations and Event Marketing (10/97 to 4/99)

Avon Products, Inc.

Coordinated event marketing program, supporting salespeople in the field with marketing and PR support, including print materials, displays, samples. Coordinated large and small sales and PR events, including Women of Enterprise, Avon Latina Model of the Year and internal sales meetings and productions.

Computer Skills:

Advanced

Filemaker Pro
Office
HTML

Competent

Mac OS X Server
Photoshop
Pagemaker
Dreamweaver

Basic

QuarkXPress
Final Cut
After Effects

Additional Skills:

Conversational French and Spanish
Good with people
Post & Beam Construction

Typing 65 wpm
Writing & Editing
Fixed Wheel Bicycling

References available upon request