

RESUME of DAVID ANDREW SHAW

July 2014

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SPECIALIZATIONS:

Certifications: Red Cross Lifeguard (includes CPR, AED, First Aid), Red Cross Emergency Medical Responder (includes CPR, AED), Minnesota EMS Regulatory Board Emergency Medical Responder, ASHI Emergency Oxygen, Red Cross Lifeguard Instructor, ASHI Instructor, NSPF Certified Pool/Spa Operator, and Red Cross Lifeguard Management.

Supervisory Experience: Managing large groups both directly and with support staff, maintaining focus on group goals and keeping members motivated. Understand and value teamwork and delegation of tasks to help keep every level of a group invested and important to the goals. Extensive experience hiring, training, motivating and promoting group members. Additional experience job coaching, emphasizing the fundamentals of being a good employee (both to an organization and fellow employees) that are universal to just about any employment situation.

Computer Experience: Extensive background working with and supporting multiple platforms (both hardware and software, see Appendix II), creating and managing networks composed of large numbers of client systems, servers and printers, and supporting network based software (often task specific database software). Extensive background in publishing environments including use of software (see Appendix II), training in use of software, final print/press solutions (including hardware, see Appendix II), and actual graphic design (print, press and web design).

WORK EXPERIENCE:

Dec. 2000 to Current: **Independent Computer Consultant (Twin Cities)**

Provide computer support and consulting on computer based solutions to a number of Twin Cities companies (mainly design firms and publications). Currently specializing in Apple Macintosh based systems and work flows, and supporting product which support those environments.

Oct. 2012 to Current: **Southdale YMCA (Edina)**

Head Lifeguard. Supervised other lifeguards and helped maintain skill levels (either by one on one consulting, assisting with inservices or certification training). Often acted as first contact with aquatic leadership staff (for both lifeguards and other YMCA departments) in the absences of senior aquatic staff onsite. Assisted in maintaining and organizing certifications of aquatic staff, providing certification instruction of branch staff, members and the public (including lifeguard certification course). Maintained productive communications with maintenance staff to ensure the aquatic facility maintained the standards of quality and functionality our members have come to expect.

- April 2011 to Aug. 2012: **Minnesota Life College (Richfield)**
Emergency On-Call Liaison. Answer all after hours emergency calls from students, parents and graduate living community members, and respond to those calls based on the severity of the situation. On-Call hours were 11 PM to 8 AM Sunday through Thursday and Midnight to 9 AM Friday and Saturday during the school year, and 5 PM to 9 AM seven days a week during the Summer. First contact for parties outside of the school during off hours, first contact for evening and weekend staff if situations arose that exceeded their ability to handle on their own.
- April 2011 to May 2011, Aug. 2011 to May 2012: **Minnesota Life College (Richfield)**
Resident Program Assistant. An extension of the Emergency On-Call Liaison position, duties included working regular shifts as a Program Assistant and dealing with upkeep of a number of the schools resources (including the vehicle fleet). Program Assistants generally provided staff supervision during the evening and weekend hours and orchestrated most off campus activities. Specific additional responsibilities assigned to me included maintaining the 2011/12 Healthy Initiatives Program by supervising/grading the students on their YMCA participation and any additional physical fitness activities, and student medication administration (including documentation of students' medications and supervision of students on time reminders).
- July 2011, June 2012, July 2012: **Minnesota Life College, Summer Internship Program (Richfield)**
Job Coach, Program Assistant. On site supervision of students, assist in training for the specific job requirements, counsel/moderate student interactions with employers and other employees, and assist the students in understanding the universal aspects (independent of site specific work tasks) of being a good employee. Provided additional staff supervision during the afternoon/evening and weekend hours and support of off campus activities. Provided additional support for Apartment Mentors in their duties.
- Jan. 2012 to May 2012: **Minnesota Life College (Richfield)**
Substitute Job Coach. Back up coverage for Job Coach staff at a number of work sites. On site supervision of students, assist in training for the specific job requirements, counsel/moderate student interactions with employers and other employees, and assist the students in understanding the universal aspects (independent of site specific work tasks) of being a good employee.
- Oct. 1998 to Dec. 2000: **Pinnacle Copy Service (Minneapolis)**
Computer Support and Digital Imaging Specialist. Tech (hardware and software) support for all computers (including our sister office in Milwaukee), web page design and creation, network and e-mail configuration and administration, color blow- up and mounts, digital printing (Xerox Document Centre 265st and 470st), customer and vender consulting, and digital imaging solutions (Adobe Acrobat Capture and Multi-image TIFF Group 4).
- April 1998 to Oct. 1998: **XACT Duplicating (Minneapolis)**
Production Manager. Duties included running production, inventory, computer support (both Minneapolis and St Paul offices), managing production staff of 50 employees (hiring, evaluations and training), equipment upgrades, digital imaging, oversize color, customer service, and vender consulting.
- Sept. 1997 to Jan. 1998: **Kinko's Copy Center, IDS Building (Minneapolis)**
Shift leader for overnights. Duties included running and supervising all job orders, doing the daily recounts of all the days receipts, and maintaining the computer network (Macintosh, Windows, and Unix).

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Sept. 1997 to Jan. 1998: **The Museum Company (Minneapolis)**

Retail sales person. Engaging customers and selling art and jewelry.

October 1996 to April 1997: **Cuyamaca College Athletic Department (El Cajon, California)**

Assistant Track Coach. Responsible for sprints, hurdles and jumping events. Organized workouts (both track and weight training), maintain progress of athletes and arranged their entrance into events.

May 1996 to April 1997: **Santee Drive-In Theater (Santee, California)**

Snack Bar Supervisor. Preparing snack bar for evenings, assigning employees duties, maintaining inventory, making sure cashiers drawers were balanced and delivering money to Manager throughout the evenings.

June 1994 to Aug. 1994: **National Science Foundation's Geometry Center (University of Minnesota, Minneapolis)**

Undergraduate Research Mathematician. Worked on independent research project in the area of tight immersions of surfaces (both polyhedral and smooth). Assisted with center's overall mission of utilizing computers (Silicon Graphics, NeXT, and Macintosh) to help with the visualization of mathematics.

1991 to 1994: **Sun Security Services (El Cajon, Santee and Lakeside)**

Security Guard. Alternated between standing posts (usually El Cajon Ford) and all night patrols.

1989 to 1991: **Grossmont-Cuyamaca District College Police (El Cajon, California)**

Peace Officer (Sergeant). Night shift supervising officer at the Cuyamaca College campus. In addition to normal patrol duties, responsibilities included sorting and filing reports and logs from previous shifts, and keeping the Captain (senior officer for that campus) apprised of any important information about previous day's events when he came on duty at the end of my shift.

APPENDIX I

EDUCATIONAL BACKGROUND: Majored in Mathematics (with minor in Physics) at John Muir College (at the University of California at San Diego), including graduate work in Mathematics specializing in Differential Topology, Differential Geometry, and aspects of Mathematical Physics. Mathematics and science course work listed below.

Mathematics Courses at Grossmont/Coronado High School:

- Algebra (Grossmont)
- Geometry (Grossmont)
- Pre-Calculus (Coronado) [Instructor: Ben Cooper]
- AP Calculus AB (Coronado) [Instructor: Ben Cooper]

Physics Courses at Coronado High School:

- Physics (as TA) [Instructor: Bill Seager]
- AP Physics B [Instructor: Bill Seager]
- AP Physics C [Instructor: Bill Seager]

Science Courses at Grossmont High School:

- Freshmen Science [Instructor: Thomas Eklund]
- Biology
- Chemistry [Instructor: Susan Emerson]

Mathematics Courses at Grossmont/Cuyamaca College:

- 180 Analytic Geometry and Calculus I
- 280 Analytic Geometry and Calculus II
- 281 Intermediate Calculus
- 299 Linear Algebra
- 285 Differential Equations

Physics Courses at Grossmont/Cuyamaca College:

- 190 Mechanics and Heat
- 200 Electricity and Magnetism
- 210 Wave Motion and Modern Physics

Mathematics Courses at UCSD (undergraduate level):

- 100A Modern Algebra [Instructor: Linda Rothschild]
- 100C Modern Algebra [Instructor: Linda Rothschild]
- 117 Geometry and The Imagination for Math Majors [Instructor: Peter Doyle, assisted by Michael Freedman and John H. Conway]
- 140A Foundations of Analysis [Instructor: Jay Fillmore]
- 140B Foundations of Analysis [Instructor: Jay Fillmore]
- 150A Classical Differential Geometry [Instructor: Jay Fillmore]
- 150B Calculus on Manifolds [Instructor: Jay Fillmore]
- 151 Topics in Geometry (Topic: Lie Circular Geometry) [Instructor: Jay Fillmore]
- 151 Topics in Geometry (Topic: Clifford Algebras) [Instructor: Jay Fillmore]
- 151 Topics in Geometry (Topic: Projective Geometry) [Instructor: Jay Fillmore]
- 190 Introduction to Topology [Instructor: Peter Doyle]
- 191 Topics in Topology (Topic: Homotopy Theory) [Instructor: Peter Doyle]

Mathematics Courses at UCSD (graduate level):

- 210A Mathematical Methods in Physics and Engineering [Instructor: Jeffrey Rabin]
- 250A Differentiable Manifolds [Instructor: Bruce Driver]
- 250B Riemannian Geometry [Instructor: Bruce Driver]
- 250C Integration on Manifolds [Instructor: Bruce Driver]
- 251A Lie Groups and Lie Algebras [Instructor: Thomas Enright]
- 251B Lie Groups and Lie Algebras [Instructor: Thomas Enright]

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Physics Courses at UCSD (undergraduate level):

- 100A Electromagnetism
- 110A Mechanics
- 160 Stellar Astrophysics [Instructor: Geoffrey Burbidge]

Additional Studies:

Independent research 1990-1

Paper on Ruled and Developable surfaces and vector displacement techniques of Levi-Civita. [project advisor: Jay Fillmore]

Geometry Center Summer Institute 1994

Worked on a project in the area of tight immersions of surfaces (both polyhedral and smooth) looking at Cervone's polyhedral solution for the real projective plane with one handle and comparing it to Haab's work with the smooth version of the same surface. [project advisor: Anthony Phillips]

Independent research 1995-6

Preliminary paper on contour diagrams and regular homotopy of orientable surfaces in Euclidean three space. [project advisor: Anthony Phillips, additional help from Michael Freedman]

Independent research 1995

Preliminary work on alternative to inflation cosmology.

APPENDIX II

SPECIALIZATIONS (Computers, graphic design, web design and print related equipment):

Very strong background with Apple Computer systems, Silicon Graphics computers, Sun Microsystems computers and Windows/Linux based PC compatible computers.

Strong background with the following operating systems: Apple Computers System 6 through Mac OS 9.2.2, Mac OS X 10.0 - 10.9, A/UX 3.0, Rhapsody 5.0, 5.1, Mac OS X Server 1.0 - 1.2v3, 10.0 - 10.9, Silicon Graphics Irix 5.3, 6.2, 6.3, 6.4, 6.5.xx, Sun Microsystems Solaris 2.4, 2.5, 2.6, 7, 8, NeXT Computers NEXTSTEP 3.2, 3.3, OPENSTEP 4.0, 4.1, 4.2, Microsoft Windows 3.0 through ME, NT 3.5, 4.0 (Workstation and Server), 2000 Professional, XP, Vista, and 7, And Linux distributions including Red Hat and Ubuntu.

Strong background with the following applications: Adobe Acrobat, Photoshop, Illustrator, PageMaker, InDesign, FrameMaker, GoLive, LiveMotion, Dreamweaver, Flash, Quark QuarkXPress, Microsoft Office, and others. This includes training others and troubleshooting end user issues.

Experience setting up and maintaining networks. Administering server software such as Apple's AppleShare IP (5.x and 6.x) and Mac OS X Server (1.x and 10.x), Microsoft's Windows NT 4 Server, Helios Ethershare and Xinet K-AShare on Unix based systems. Able to set up hardware (routers, switches and hubs) and create ethernet cables (both standard and crossover). Extensive experience with print (RIP) servers such as the Fiery XJ+525, Coloerbus Cyclone PS, Onyx Graphics Postershop and EDOX Document Server.

Extensive web design and site management experience. Content conforming to standards based formats like W3C compliant HTML 3/4, Flash, QuickTime, MPEG (mp3 and mpeg4) and PDF.

Experience with a number of different types of large production equipment, including professional document copiers (including the Xerox Docutech 135), color copiers, oversize copiers, large media color printers, and other anslary equipment (laminators, mounting equipment, cutters, and drills).