

# CURRICULUM VITAE

## **John Rhodes Pascall**

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An experienced & adaptable IT trainer and consultant with a proven track record of delivering solutions to high-profile clients in various market sectors.

Strong training, consulting, project planning & implementation experience. Results orientated & profit-focused with solutions design & development skills.

Experience of client liaison, top-level assignments, proposals, Board level liaison, analysis, change management, training, support, team working & team leading, project management, software development.

Went self-employed 1<sup>st</sup> July 2002, set up Avalon Computer Training Ltd. Feb 2003.

### **TECHNICAL SKILLS SUMMARY:**

- All Office 97/2000/XP applications (Access, Excel, Word, PPoint, Outlook, FrontPage).
- Visual Basic for Applications (Access & Excel).
- Visual Basic 6.
- Project for Windows 98, 2000, XP.
- GroupWise 5.
- Windows 95/98/NT/2000/XP

### **CAREER HISTORY:**

#### **Jan 2001 to Jun 2002: SENIOR TRAINER / CONSULTANT**

##### **Systematix Ltd (ISO 9000 registered company)**

- Delivered training courses to expert/developers' level (including macro/VBA programming) in:
  - All Office applications (Outlook, PowerPoint, Access, Excel, Word)
  - Visual Basic for Applications (Access, Excel)
  - Project for Windows
- Delivered training to introductory level in Visual Basic 6.
- Provided technical support for Microsoft Office and Project for Windows.
- Provided on-site consultancy in Access, Excel, Project, VBA.
- Responsible for all aspects of consulting, training, development & support
- Conducted one-to-one & group training in line with client requirements.

#### **Oct 1997 to Dec 2000: TRAINING CONSULTANT**

##### **IT-IQ Ltd. (Microsoft Certified Technical Education Centre)**

- Delivered training courses to expert/developers' level in all Office applications (inc. VBA), Project for Windows, GroupWise.
- Delivered training to end-user level in Windows 95/NT, Internet Explorer.
- Developed several Access databases to client specifications.
- Worked closely with clients to identify needs & recommend solutions.
- Developed courseware, including user guides, manuals & exercises.
- Handled requirements specification, development & implementation.
- Prepared training programmes on utilisation of developed applications.
- Secured two high-profile training contracts with prestigious clients.

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## CAREER HISTORY CONTINUED:

### Sep 1996 to Sep 1997: POSTGRADUATE STUDENT

#### MSc Cognitive Science – Birmingham University

- Successfully completed MSc to further career development opportunities.
- Modules included computer science, psychology, philosophy & linguistics.

### Sep 1994 to Sep 1996: TRAINING CONSULTANT

#### Key Training Solutions Ltd

- Delivered training courses to expert level in Access, Excel, Project, Lotus 123.
- Delivered training courses to end-user level in Windows 3.1, Lotus CCMail.
- Provided consultancy for the effective use of MS Project & Access.
- Conducted training needs analysis & developed suitable courseware.
- Received outstanding feedback & results from several clients & delegates.

## EARLY CAREER INCLUDES:

- Roles in software development (covering all life cycle stages) and project management.
- Knowledge Engineer - Syntelligence International Ltd.
- Senior Knowledge-Based Systems Consultant – Legal & General Ltd
- Senior Research Engineer – Building Services Research & Info Assoc.
- Research Physicist – Marconi Research Centre.

## PROFESSIONAL:

- Associate Member of the Institute of IT Training.
- Member of the British Computer Society.
- Chartered Engineer (Information Systems).
- Chartered IT Professional

## TRAINING & QUALIFICATIONS:

- MSc Cognitive Science (Distinction) – Birmingham University.
- BA Physics Class II Hons – Trinity College, Oxford University.
- Passed Part I & Part II British Computer Society's Exam.
- Microsoft Certified Professional.
- Microsoft Office User Specialist Authorised Instructor.
- Microsoft Office User Specialist Master.
- Passed official Microsoft (MCP) exams for Access (VBA) Development and Office VBA, Project for Windows (attaining MCP status).
- Passed Microsoft Office User Specialist exams at Expert level in Access, Word, PowerPoint and Excel (attaining MOUS Master status)
- Passed official Microsoft test of PC training skills.
- Project Management, Team Leadership & Motivation Techniques.
- Various in-house & external training programmes.
- Effective Communication & Presentation Skills.

## PERSONAL DETAILS:

- Born 25<sup>th</sup> March 1960.
- Married with no children.
- Full, clean driving licence & car owner.
- Excellent references available upon request.