

## RAJ KUMAR DASH

57 Woodland Glen Dr • Guelph, Ont, Canada N1G3S3 • 1-519-362-9939 (cell) • rdash001@yahoo.ca

Experienced Programmer/ Analyst and Technical Writer skilled in creating code and content primarily for IT and finance industries; flexible in learning for other industries. Currently covering several niches as a freelance writer/ screencaster/ SEO for a number of websites/ blogs. My unique experience as a programmer/ analyst, technical writer and blogger makes me highly flexible for a variety of projects.

### SUMMARY OF QUALIFICATIONS

- Over 20 years of overall experience in programming (including some web development), training, writing and editing technical documents, including user manuals, white papers, annual reports, presentations, tutorials, and Web content.
- Experience interviewing SMEs (subject-matter experts) to identify data workflow and audiences, in order to write easy to follow documentation.
- Outstanding technical skills, including extensive experience as a programmer/ analyst/ web developer/ database admin, teaching assistant for college computer courses, and corporate trainer. Adept with formatting programs, diagramming, presentation and documentation tools, screencasting and video editing, and advanced content management systems for the web/ desktop.
- Superior communication, interview, and presentation abilities. Experience as a print magazine publisher/ editor, interviewer, writer, radio producer + co-host.

### SUMMARY OF PROFESSIONAL WORK EXPERIENCE

Various approximate job titles held: IT Developer/ Programmer/ Computer Analyst: database, desktop, web; Admin: database, web(master); Assistant Project Manager; Technical Writer and Documentation Specialist; Technical Trainer; Teaching Assistant; Help Desk Support.

1. 2002-present, Freelance Writer/ Editor/ Podcaster/ Screencaster/ SEO/ SMM. Various online clients (some anonymous), including FreelanceSwitch.com, Performancing.com, Geekpreneur.com and others. Niches covered include writing, freelancing, productivity, creativity, mind mapping, technology (web applications, VoIP/ IP Telephony). Designed and co-wrote web PHP + mySQL development book.
2. 1998-2001, Contractor (Technical Writer, Programmer, Trainer). Clients included IBM Canada, Weather Channel (Atlanta, GA), NCR Canada, Sherban/ Fobert Systems, and others.
3. 1997-1998, Asst. Project Manager. Bell Sygma: involved Business Analyst roles.
4. 1996-1997, Programmer/ Technical Writer. Geac Canada Ltd.
5. 1994-1996, Technical Writer (Search Engine API, SGML), Webmaster (Search Engine). Open Text Inc.
6. 1993-1996, Publisher/ Editor. Chaos Review Magazine (monthly, self-published.)
7. 1992-1994, Programmer/ Tech Writer/ Researcher. Worked for MSc thesis supervisor and at the Canada Centre for Inland Waters (CCIW) on digital mapping projects.
8. 1986-1991, various positions, either salaried or on contract, as a computer programmer/ analyst, including Air Canada baggage claims system.
9. 1983-1986, Programmer/ Tech Writer/ Teaching Assistant/ Lab Instructor/ Assignment Marker. University of Guelph, Guelph, Ontario, Canada.
10. Spring 1982, Programmer/ Tech Writer. Bell Northern Research, Ottawa, Canada.

## TECHNICAL EXPERTISE

**Languages:** XML, HTML, Perl, PHP, JavaScript, CSS, C

**Programs:** MS Office Suite, Project; Visio; Smartdraw; Snagit; Camtasia Studio; Camstudio; Fireworks; Dreamweaver; various HTML editors; spreadsheets (various); word processors (various); page layout (various); drawing + diagramming (various); WordPress; Moveable Type; etc.

**Operating Systems:** Windows NT/XP/2000; Linux/ Unix (various); Mac (older and OS X).

**Databases:** MySQL, Access, Oracle, other.

**Hardware:** Servers, computer systems.

<b>Skill</b>	<b>Years used</b>	<b>Last used</b>
Database Design	>10	2002
MySQL	6	2008
C	>10	1994
Technical Writer	>10	2007
Training	>10	2000
Project Management	<1	1998
GIS/ Digital Maps	6	2004
PHP	6	2008
Perl	6	2002
WordPress	3	2008
Blogging	3	2008
Screencasting	2	2008
SEO + SMM	2	2008
Web Development	>10	2008
XML + related	10	2008
CSS	5	2008
HTML	>10	2008
JavaScript	>10	2008
jQuery	<1	2008
Unix/ Linux shell	>10	2006
DTP/diagram tools	>10	2008
Web analytics	>3	2008
French (very basic)	>5	1980s
Japanese (very basic)	>1	2000

## EDUCATION

Honors BSc in Computer Science (with minors in Math and Statistics), University of Guelph, Guelph, Ontario, Canada (1994). Also spent time working towards an (incomplete) MSc in Computer Science, in the area of Natural Query Languages for GIS/ Digital Mapping.

**Keywords:** technical communicator, technical documentation specialist, technical author, knowledge author, instructional designer, editor, leader, consultant, senior, business analyst

References available upon request.