

# BRAD P. SEVERANCE

6443 Bayside N. Drive  
Indianapolis, IN 46250  
[bseverance@bseverance.com](mailto:bseverance@bseverance.com)  
[www.bseverance.com/resume](http://www.bseverance.com/resume)  
(317) 413-8865

## SUMMARY

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I have a unique mix of skills, experience, and talent. I combine technical experience with excellent communication skills. I have been developing complex web applications for many years.

## EDUCATION (CERTIFICATIONS & DEGREES)

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### COLLEGE DEGREES

Associate Degree Applied Science in Computer Information Systems – Ivy Technical State College, Indianapolis, August 2000  
Bachelor Degree General Studies – Indiana University, Indianapolis, May 1997  
Associate Degree General Studies – Indiana University, Indianapolis, May 1995

### CERTIFICATIONS

Brainbench Certification, Master ColdFusion – April 2008  
Microsoft Certified Systems Engineer (MCSE) – December 2000  
Microsoft Certified Professional + Internet (MCP+I) – December 2000  
Microsoft Certified Professional (MCP) – January 2000  
Brainbench Certification, Master Written English – March 2000  
Executrain Certification, Advanced Crystal 8.0 – November 2001

## SKILLS

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### COMMUNICATION

I am an excellent writer and communicator. I speak and listen well and am able to grasp complex ideas and articulate them simply and understandably.

### WEB DEVELOPMENT

ColdFusion, PHP, Flash, JavaScript, XML, JSON, CSS, XHTML, jQuery, jQuery UI, WordPress

### DATABASE ADMINISTRATION

SQL, Stored Procedures, MS-SQL 2000 Server/DTS Designer/Enterprise Manager, MS-SQL Server 2005-8 Server/Management Studio  
MySQL, phpMyAdmin, MySQL Administrator, MySQL Query Browser

### GRAPHICS

Photoshop, Illustrator

### REPORT WRITING

Crystal Reports, ColdFusion Report Designer

## WORK EXPERIENCE

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NOTRE DAME UNIVERSITY (through TEKsystems) – November 2009 – Present

Created website for the First Year of Studies program. Helped redesign application for the Institute for Scholarship in Liberal Arts. Helped create and design a Registrar application to facilitate the input of semester classes.

NOTRE DAME UNIVERSITY (through TEKsystems) – December 2008, May 2009

Website maintenance and database administration of student admissions site.

HEALTH SYSTEMS INTERNATIONAL, LLC – July 2008 – February 2009

Enhancements and bug fixes to the corporate website, extranets, and intranets.

NOTRE DAME UNIVERSITY (through TEKsystems) – June 2008 – July 2008

Enhancements of extranet for Alliance of Catholic Education (ACE).

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IT MANAGER – Health Systems International, LLC, November 2001 – November 2007

### *Responsibilities*

As the IT Manager for a fast growing medium-sized business, I was responsible for the continuing growth of its technology. I was accountable to executive level individuals who came to me with various projects to improve existing applications and create new functionality. My work required constant communication and collaboration with executives, other departmental managers, vendors, and consultants to ensure that the company's technology needs were met in a timely and successful manner.

### *Accomplishments*

Designed, built, and managed the implementation of the following projects:

- A corporate extranet site and a custom appointment application based on a client request using Adobe ColdFusion MX and MS SQL Server 2005.
- An imaging upload system to automate the import of claim data into an Oracle claims system using Adobe ColdFusion MX and MS SQL Server.
- An intranet site housing custom applications, including a medical provider directory, a funds request reporting process, and a claim routing process using Adobe ColdFusion MX and MS SQL Server.
- An extranet between two company sites for catastrophic claim management, contract uploading and viewing, and contract record creation.

DESKTOP TECHNICIAN – Adesa Corporation, April 2001 – November 2001

### *Responsibilities*

As a Desktop Technician for a large corporation, I was responsible for fielding support issues from remote locations. My success was a result of thorough troubleshooting, friendly and cooperative interaction with customers, and following through on all requests toward satisfactory resolution.

- 2nd tier MS Windows NT Workstation and MS Windows NT Server support for a large WAN (United States and Canada).
- MS Exchange 5.5 and MS Windows NT domain administration, including creating users and mailboxes, managing permissions, distribution lists, and public folders.
- Troubleshooting hardware and software problems, both server-side and client-side.
- Troubleshooting and resolving network problems, including TCP/IP, RAS, DNS, WINS, and DHCP.
- Administration of Citrix servers and client software, including creating users, managing permissions, and troubleshooting connectivity problems.
- Configuration of new Dell workstations.

PC TECHNICIAN – Intercontinental Corporation March 2000 – March 2001

### *Responsibilities*

As a PC Technician for a small company, I was responsible for supporting end users and ensuring that their software and hardware issues were resolved expediently and thoroughly. Additionally, I was responsible for instructing end users in the use of productivity software and ensuring that all their questions were answered. Interaction with end users in a friendly and cooperative manner was a significant key to my success.

### *Accomplishments*

- Created manual summarizing installation and configuration of client workstations.
- Installed and configured MS Outlook Web Access for Exchange 5.5.
- Planned and employed disaster recovery options for MS Windows NT 4.0 & MS Exchange 5.5.
- Designed and coded a searchable database application in MS Visual Basic 6.0 & MS Access 97 for clients without Internet access.
- Configured website reports using MS IIS 4.0 and MS Site Server 3.0.