

CHRISTINE TEXIERA

(978) 544-3060 c_texiera@yahoo.com

SUMMARY OF QUALIFICATIONS

- ▲ 20 years combined experience in diverse industries including: Manufacturing, Distribution, Information Systems Consulting and Arts Presenting Support
- ▲ Excellent problem solving, analytical, and computer skills
- ▲ Strong work ethic: professional, dedicated, focused on team work, good customer service and communication skills
- ▲ Experience in handling heavy workloads, setting priorities and finding creative solutions to assure deadlines are met

PROFESSIONAL EXPERIENCE

2000-Present

Fine Arts Center, University of Massachusetts, Amherst

Technology Systems Manager

Responsible for: approximately 60 workstations, training users, purchasing consultation, development and administration of databases, network/server administration, and website design and maintenance.

- ▲ Successfully managed project to consolidate 14 separate databases to a fully integrated ticketing, marketing and fundraising software; Audience View. This completed a plan which was underway for more than twenty years, and which three prior teams found impossible to implement.
- ▲ Further improved existing Microsoft Access databases. Integrated Box Office data with Marketing and Development software. Developed new databases for: track reservations and invoice school groups, Accounts Receivable with integration to campus software (PeopleSoft), track grant applications, on-line shift sign up for backstage crew and ushers
- ▲ Co-developed Microsoft Access database to publish static web pages. Facilitating staff or student with less computer savvy to be able to update and ftp site information simply.
- ▲ Participated in cross-functional team to redesign the Fine Arts Center's websites. Successfully implemented design policies to convey alliance with the Fine Arts Center without losing program websites individual look and feel.

1997-2000

John R. Lyman Company

Chicopee, Massachusetts

Project Manager

Single person Information Systems department responsible for 25 workstations, training users, implementation of new software, hardware, maintenance and purchasing equipment

- ▲ Led cross-functional project teams to analyze, purchase and implement integrated financial and manufacturing system - *Visual Manufacturing Software*.
- ▲ Implemented new Microsoft NT 4.0 Network, coordinated with subcontractors for infrastructure installation, integration of network with existing workstations, and training of users

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1995-1997 **Applied PC Systems** **West Springfield, Massachusetts**
Computer Applications Training Specialist

Taught computer classes of various levels with up to 20 Students. Other duties included preparing courseware, phone support, and programming or consulting assignments. Software proficiency list available upon request:

1991-1995 **Verilink, Incorporated** **San Jose, California**
Master Scheduler, Planner

Responsible for Master Schedule generation, Material Planning, Engineering Change Order Coordination, New Products Planning, and Production Control

- ▲ Reduced Planning and Master Scheduling time by 70%
- ▲ Certified ISO 9000 Internal Auditor
- ▲ Designed statistical process to verify validity of sales forecast based on historical actual sales, and developed safety stocking plans

Summer 1995 **The Meadows** **San Martino Al Cimino, Italy**
English as a Second Language Instructor

Prepared and taught classes for 54 students whose ages ranged from 5 to 15. Taught English through Drama, Arts & Crafts, and Sports.

EDUCATION

1990 **University of Lowell** **Lowell, Massachusetts**
Bachelor of Science in Mathematics

- ▲ Honor Scholarship 1987 - 1990
- ▲ Worked full time during school to finance education
- ▲ Active member New England Visual Manufacturing User Group 1999 - 2000
- ▲ Operations Research for Managers workshop, Stanford University 1994
- ▲ Italian Language Courses to Advanced Intermediate Level, University of Massachusetts Amherst, and International Language Institute – Northampton, Massachusetts

VOLUNTEER WORK

- ▲ Western Massachusetts Arts Alliance Steering Committee Member 2004 -2005
- ▲ Town of Wendell Planning Board member (elected) 2003-present