

# CHRISTINE TEXIERA

119 Lockes Village Road, Wendell, Massachusetts 01379  
(978) 544-3060      ctexiera@gmail.com

## SUMMARY OF QUALIFICATIONS

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- ▲ 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

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**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

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**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

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