

## **Gary Alan Craig**

462 Madison Drive, Shrewsbury, PA 17361

Phone: 717-203-1849

Email: ga\_craig@yahoo.com

---

### **Objective:**

I am an experienced Senior Programmer/Analyst. My professional objective is to maintain a challenging and responsible position with an organization that will utilize my computer software skills, experience, and education.

---

### **PARSONS, Goddard Space Flight Center, Greenbelt, Maryland, 2/04 to Present Programmer/Analyst (Parsons NASA FaCETS Contract)**

- Implement and maintain the ARCHIBUS Total Infrastructure and Facilities Management (TIFM) computer management software tool using Oracle SQL and Microsoft Access databases. Train government and contractor personnel in the use of the ARCHIBUS software
- Attended the ARCHIBUS International Users' Conference from 2004 thru 2011 and presented at the 2005 Conference in Scottsdale, Arizona, the 2008 Conference in Washington, DC, and the 2009 Conference in Scottsdale, Arizona
- Administer Primavera Contract Manager, an enterprise-class project control document management solution (Managing multiple engineering and construction programs)

### **CRYSTAL SPRINGS WATER, Lancaster, Pennsylvania, 1/03 to 2/04 Credit/Collections Specialist**

- Updated monthly collection reports using Excel database spreadsheets
- Perform complicated computer inquiries on delinquent accounts to resolve customer disputes
- Negotiated with customers for accounts receivable payment while building strong customer relations

### **D&E COMMUNICATIONS, INC., Ephrata, Pennsylvania, 5/90 to 2/02 Programmer/Analyst (Facilities), 5/95 to 2/02**

- Implemented and maintained the ARCHIBUS management software tool
- Trained company personnel in the use of the ARCHIBUS software tool
- Attended in 1998 the ARCHIBUS Advanced Training at the Archibus Boston headquarters office
- Implemented and maintained security management software such as Microsoft Access Control, Alarm Monitoring, and Badging using Prowatch by Honeywell
- Operated Tracer Summit Software. This is an integrated facilities management software program by Trane and control's a building's climate, lighting, and other controllable devices, creating an Integrated Comfort System
- Created and maintained Web Pages for the internet and company intranet using Microsoft FrontPage Editor, Macromedia Dreamweaver, and HTML programming

---

**D&E COMMUNICATIONS, INC., Ephrata, Pennsylvania, 5/90 to 2/02 - Continued****Computer Programmer/Operator, 5/90 to 5/95**

- Operated DEC VAX 6000-410, DEC 4000, and DEC 3000 computer systems in a cluster environment
- Wrote and updated a COBOL program for the tape library
- Wrote and documented Digital Corporation command language (DCL) procedures
- Terminated copper and fiber cabling for computer access

**UNITED STATES AIR FORCE, McGuire AFB, New Jersey, 2/86 to 5/90****Communications/Computer System Supervisor, 7/88 to 5/90**

- Supervised and trained up to five computer operators
- Monitored message traffic for the base area
- Coordinated equipment troubleshooting maintenance requirements
- Operated UNIVAC data communications terminal 9000 computer and on-line COMSEC equipment

**Computer Operator, 2/86 to 7/88**

- Supervised and trained three computer operators
- Operated the Sperry 1100/60 computer system
- Determined computer malfunctions and promptly responded as appropriate
- Managed tape drives, disk drives and printers

**SCI-O-TECH, Lancaster, Pennsylvania, 12/83 to 2/86****Computer Operator**

- Provided computer operator support

**UNITED STATES ARMY, Ft. Meade, Maryland****Computer Programmer/Operator, 5/82 to 11/83**

- Wrote COBOL programs and modified existing programs utilizing the Wang VS-80 and Wang VS-100 computer systems
- Managed magnetic tape and magnetic disc devices
- Assisted in cable installation for the computer system set-up

**UNITED STATES ARMY, Ft. Polk, Louisiana****Data Analyst, 6/77 to 5/80**

- Prepared and verified personnel documentation for computer data entry

**Military Experience:****UNITED STATES ARMY RESERVE, Harrisburg, Pennsylvania****Information Systems Noncommissioned Officer (Retired), 8/90 to 3/11**

- Maintained a World Port System Database using a UNIX operating system and with an Oracle database
- Supervised and trained up to five Information Systems personnel
- Additional duty as Safety Noncommissioned Officer
- Instructed classes in Military and Information Systems subjects
- Member of the U.S. Armed Forces since 1977 (**U.S. Air Force, U.S. Army and U.S. Army Reserve**)
- Currently retain a U.S. Military Secret Security Clearance

---

**Education:**

**PENN STATE UNIVERSITY, York, Pennsylvania, 8/08 to Present**

- Currently taking courses to obtain a Bachelor's Degree in Information Sciences and Technology
- Member Alpha Sigma Lambda (National Honor Society for Continuing Education and Lifelong Learning)

**HARRISBURG AREA COMMUNITY COLLEGE, Lancaster/Lebanon, Pennsylvania**

- Associate Degree, December 2002, 4.00 GPA
- Member Phi Theta Kappa (International Honor Society of the Two-Year College)
- Completed computer courses to earn an Associate Degree as a (CIS) Computer Information Systems Microcomputer Specialist

**BURLINGTON COUNTY COLLEGE, Pemberton, New Jersey, 9/86 to 12/86**

- Completed course in BASIC Programming

**COMPUTER TECH, Pittsburgh, Pennsylvania, 9/81 to 5/82**

- Received Diploma in Applied Business Programming, 3.94 GPA

**ROBERT MORRIS COLLEGE, Pittsburgh, Pennsylvania, 9/80 to 5/81**

- Completed 1 college year of courses in Business Management, Dean's List Student

**PENN STATE UNIVERSITY, McKeesport, Pennsylvania, 9/75 to 5/77**

- Completed 2 college years of courses in Business Management, Dean's List Student

**Professional Organizations:**

- **Member – ARCHIBUS Federal User's Group of Washington, DC**
- **Webmaster - International Facility Management Association, Central PA Chapter**
- **Treasurer - Archibus User's Group of Central Pennsylvania, 1995 to 2002**