

# Frank A. Duck

- Objective** To obtain and excel in a position where I can best utilize my technical and documentation skills in a casual, duck-tolerant work environment
- Experience**
- 1997–Present allaboutfrank.com [REDACTED], CA  
**Chief Executive Officer**
- Responsible for all aspects of the operation of the organization, including site design, support (in person and via documentation), legal compliance, website registration with regulatory organizations, and marketing
  - Increased website traffic from 4 hits a day to over 40 a day within 30 days
  - Supervised support staff to ensure timely completion of assigned tasks, ensure a minimum of naps are taken, and pants are work around the workplace
- 1993–1997 [REDACTED] Communications [REDACTED], CA  
**Technical Support Director**
- Responsible for design and implementation of network environment
  - Implementation and expansion of a multi-line Bulletin Board System (Albatross! Gardening Club) providing users with shareware software solutions
  - Provided documentation for technical and administrative processes for internal support staff
- Education**
- All skills and training has been self-taught, based on hands-on experience and independent learning
  - Knowledge in IBM-based computer hardware structure and troubleshooting to the component level (including building new computer systems from scratch)
  - Software skills include Windows 95, 98, ME, NT 4.0 Workstation and Server, Windows 2000 Professional, Server, and Advanced Server, Microsoft Office, WordPerfect Suite, Lotus Notes 4.6 and 5.0x, Netscape and IE browsers, MS-FrontPage 98 and 2000, and an ability to quickly learn new applications
  - Networking skills include Novell NetWare 3.x through 4.11, Microsoft NT and Windows 2000, connectivity within a multi-network environment with WAN topologies toward ensuring connectivity of remote users
- Interests** Web design, writing, landscape design, travel, and computers (hardware, software, and network tinkering)
- Skills and Hobbies**
- Type 75 words per minute despite the obvious lack of opposable thumbs
  - Excellent interpersonal communication skills in person, by phone, and in writing with both human and feathered individuals
  - Maintaining both allaboutfrank.com and whoopsy-doodle.com, including site content, administration, and regulatory compliance with DNS registration