Oumar Dieng

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Objective

To work in a dynamic organization that provides opportunities for utilizing and enhancing my skills.

Education

Montgomery College
Web Specialist Certification

University of Cheikh Anta Diop, Dakar, Senegal
Earned D.U.E.L (University Diploma for French Literacy Tutoring).

Course Work

Recent courses include: Computer networks analysis and information on LAN and WAN typologies; Systems analysis and design; Pascal, C++, HTML programming, JavaScript, Networking, Computer graphics, Advanced web technologies, Internet and data communications, PowerPoint, Excel and other applications. Web site administration: server and firewalls set up, Ftp protocols and web clients, hardware, software and networking considerations. Intranet set up and planning procedures, intranet security and control. Introduction to Java, XML, PHP, PERL, CGI. Servers used: Apache and I.I.S.

Skills

Experienced with Macintosh and IBM computers.
Experienced with Flash, JavaScript, Dreamweaver, FrontPage and Cascading Style Sheets
Experienced with Fireworks, Adobe Acrobat, Illustrator, Photoshop, Paint Shop Pro, Internet research, E-mail Accounting and advanced HTML language (hand coding).
Fluency in French. Great interpersonal and communication skills.

Work Experience

Hennepin County Home School
Office Specialist
November 2002-Present
Duties include transcribing and/or creating medical, psychological and legal documentation for the County staff. Extensive use of word processing applications and *Lotus notes*.

Best Buy Company Inc. Eden Prairie, MN
Data Specialist
May 2002-July 2002 (Contract)
Work on data migration process of 125 projects from *Music Land Group* to *Best Buy*'s famous *Timberline* application. Creation and implementation of application help files using *Robohelp.*

R&R Entertainment, LLC
Web developer / Webmaster/ Graphics Designer
November 2001-April 2002
Plan, develop, implement and maintain multimedia web site. Administer Chat room and all aspects of website. Extensive use of HTML, Dreamweaver, Flash, PhotoShop, Illustrator, PHP, CoolEdit2000 code, JavaScript, and graphics design. (combination of hand written code and Dreamweaver / Fireworks / Flash)

Energy Ventures Group, Washington, D.C.
Office Assistant/PC Support
February 2001- January 2002

Miscellaneous office tasks, PC support and troubleshooting. Troubleshoot network connectivity. Upgrade and maintain operating systems and set up hardware. Gather news articles for creation and design of PDF template. Upload finished format to website.

Holiday Inn on the Hill, Washington, DC
Front desk agent
April 1999- March 2002
Work included managing reservations, creating reports and communicating with customers.

Teranga Ltd., Dakar, Senegal, West Africa
Sales Manager
September 1995- August 1997
Controlled domestic and international sales operations at an upscale marble
and granite factory. Arranged business and sales transactions.

Africa Consultant International, Dakar, Senegal, West Africa
Tour guide
November 1995- August 1996
Coordinated orientation activities for international students (Georgetown University Study Abroad Program) and professionals, and provided language instruction.

The Blaise Diagne Newsletter, Dakar, Senegal
Editor
June 1995-August 1997
Managed public relations for a local English newspaper. Authored newsletter.

References

- Will submit upon request.
- Sample site design: www.universalboutique.com