
APRIL A. R. ROOKER

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PROFESSIONAL SUMMARY

- ❖ Specialize in coordinating and overseeing project deployment in a Windows/online environment.
- ❖ Over ten years of meeting the requirements of internal and external customers in the pharmaceuticals, human health, technology, leasing and compensation industries.
- ❖ Very detailed and logical thinker, possessing strong analytical, administrative and management abilities, outstanding communication skills and excellent troubleshooting experience.
- ❖ Work well as a team lead, part of a team or individually with minimal supervision.
- ❖ Proven accomplishment in:
 - Project coordination
 - Functional specifications
 - Team leadership
 - Application development
 - Events planning
 - Business analysis and requirements gathering
 - Management reporting
 - QA and QC of systems output
 - Software and systems testing
 - End user training and support

PROFICIENCIES

<i>Databases</i>	Oracle 8i - 10g	MS SQL Server	MS Access		
<i>Languages</i>	VB.Net	VB 6	MS VBA	PL/SQL	SQL
<i>OSs</i>	Windows 7	Windows Vista	Windows XP	UNIX	Mac OS
<i>Software</i>	Visual Studio 2005	Visual Studio 6.0	Visual SourceSafe 6.0	SQL*Plus	PL/SQL Developer
	MS Office	MS Project	MS Visio	Adobe Pagemaker	Macromedia Dreamweaver

PROFESSIONAL EXPERIENCE

PeregrineFox Systems (October '07 to present)

Owner, Tech Specialist, Administrator

- ❖ Setup, configure and administer computers and networks for home offices and small businesses.
- ❖ Establish backups to safeguard client data.
- ❖ Perform hardware and software installations and repairs on Windows servers, desktops and laptops.
- ❖ Train clients to use Microsoft Office, backup software, media players, web browsers, etc.
- ❖ Perform computer-based organizational and administrative tasks, including financial statements, accounting, filing, etc.

SFF of NC (Non-profit, volunteer organization) (February '03 to present)

Chairman and Treasurer

- ❖ Oversee every aspect of a non-profit group that schedules and coordinates monthly presentations by local, national and international speakers to an audience of between 50 and 130 people.
- ❖ Handle all bills, bookkeeping and vendor interactions.
- ❖ Personally assist with website updates, accounting and newsletter publication as needed.
- ❖ Manage and motivate 9 volunteer staff to make certain that everything required for a successful presentation takes place on or before the first Thursday of each month.
- ❖ Coordinate annual fundraising events such as silent auctions, raffles and practitioner fairs, which raise 50% of the operating budget.

Animazement (Non-profit, volunteer organization) (May '04 to present)

Cosplay Director

- ❖ Coordinate and oversee all aspects of the Animazement costume skit competition, including registration, emceeing and performances. Approximately 200 performers participate in this event, which is attended by 1,500+ people and involves a volunteer staff of 12.

Dealers Room Manager

- ❖ Coordinate space, seating, electricity and internet needs for 60+ dealers at the convention.
- ❖ Communicate dealer reservation information to the Animazement Board of Directors.
- ❖ Act as dealer liaison with the convention center services and security staff, and the furniture

provider.

- ❖ Oversee opening, closing, staffing and security of dealers room.

Comprehensive NeuroScience, Inc.

(July '06 to October '07)

Lead Business Systems Analyst

- ❖ Worked closely with account managers, clinical staff, developers and QA team to create the following documents and plans for all new client and product implementations of the pharmaceutical claims report mailing system:
 - Technical specifications
 - Pre-release production system test cases and test plans
 - Production system change requests
 - Requests for non-recurring reports
- ❖ Developed project plans and oversaw all implementation deadlines, insuring timely release of new product and client mailings.
- ❖ Sole contact with two mail houses for the development of all new product and client mailings, including all required design mock-ups, mailing specifications, QC and defect tracking.
- ❖ QC'd all mailings in development and consulted with all concerned groups, ensuring that the client, account managers and clinical staff were all satisfied with the accuracy, quality and content of the sensitive psychiatric prescription information that participating medical providers received.
- ❖ Managed two business analysts, and prioritized their task assignments and workload. Generated weekly departmental management reports, and annual performance reviews.

Project Coordinator, Software Engineer

- ❖ Collected user requirements and enhancement requests for a complete rewrite of the company's pharmaceutical claims report mailing system.
- ❖ Worked closely with the SAS and SQL developers on the current mailing system to ensure that the new C# system produced the same results.
- ❖ Prepared and updated technical specs for the revised mailing system.
- ❖ Worked closely with the SQL DBA and C# developers, to make certain that all necessary components of the new mailing system were completed to spec, in a timely fashion.
- ❖ Prepared and executed test plans comparing the output of the old and new mailing systems.

Icoria Inc./Clinical Data, Inc./Paradigm Genetics Inc., Healthcare Division

(July '01 to July '06)

Software Engineer, HC LIMS Specialist

- ❖ Solely responsible for working with end users in the Healthcare Division to develop requirements for enhancements to FunctionFinder, then implementing those modifications per their specifications.
- ❖ Worked closely with the Healthcare Division's QA tester, Oracle DBAs, Windows administrators, Unix administrators and end users to test and debug any and all new and modified components of the application prior to release.
- ❖ Using VB.NET, PL/SQL Developer, Visual Studio.NET and Visual Source Safe, modify, develop and maintain the company's primary production data collection, analysis, warehousing and reporting application, FunctionFinder/LIMS.

Database Administrator and Applications Developer

- ❖ Using Microsoft Access 2000 and 97, Visual Basic 6.0, Visual Source Safe 6.0, PL/SQL, PL/SQL Developer and TOAD (Tools for Oracle Application Developers) 7.0, constructed, maintained, and trained end-users in the use of numerous administrative, data warehousing, analytical and reporting databases for the company's genetic research labs, and for its administrative infrastructure.
- ❖ Have built, enhanced and/or modified custom applications for the following uses:
 - Collection and reporting of lab research data
 - Task and time tracking for research projects
 - Tracking the status of software development projects

Estate of Carolyn K. Hodges

(December '00 to July '01)

Executor, Estate Manager

- ❖ Served as Executor, and attended to any and all legal and financial issues related to the sale, liquidation, contribution or distribution of the possessions, assets and estate of Carolyn K. Hodges.

EDUCATION

Barnard College, Columbia University, New York, New York, B.A. in Psychology