

MICHAEL D. DAVIS JR.
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SUMMARY

International Master of Business Administration and Master of Art graduate with 11 years of experience seeking a position within the Middle East. The position would ideally compliment my interests in business analysis, project management, entrepreneurship, sustainability, and information technology. Proven team player with expertise in business plan development, project management, entrepreneurship, market research, relationship building, and intercultural competence.

EDUCATION

- University of Denver**, Denver, Colorado, USA 9/2005-6/2008
Master of Arts in Global Finance, Trade, and Economic Integration
International Master of Business Administration
- University of Iowa**, Iowa City, Iowa, USA 8/2002-5/2005
Bachelor of Business Administration – Management and Organizations
- Parkland Community College**, Champaign, Illinois, USA 8/1996-8/2001
Associate of Applied Science - Computer Network Administration
- Milwaukee School of Engineering**, Milwaukee, Wisconsin, USA 8/1995-5/1996
Coursework in Electrical/Computer Engineering

PROFESSIONAL EXPERIENCE

- Triple Zero Technologies, LLC**, Denver, Colorado, USA
Privately owned, IT consulting firm specializing in web accessibility and database design
Principal/Owner (part-time) 7/2005-7/2008
- Consulted, designed, and implemented database-driven ASP and ASP.NET web applications based on U.S. grant reporting requirements and Section 508 accessibility laws
 - Developed and managed IT strategy for multiple clients' institutional websites
 - Started, managed, and grew the part-time business into a \$60,000/year single owner LLC managing 5 clients in 2 business sectors
- University of Denver, Daniels College of Business**, Denver, Colorado, USA
Private academic institution
- Graduate Research Assistant 9/2007 – 6/2008
Graduate Student Counselor 1/2007 – 4/2008
- Coordinated with the Director of Global Business Programs to create, revise, and present the Daniels College of Business Global Strategy Task Force final product to the Daniels' executive management team
 - Participated on the Global Strategy Steering Committee creating the College's international business strategy
 - Improved the interactions with Daniels College of Business inquiries and applicants by operationalizing and standardizing the communication protocols

Mescalero Apache Indian Tribe and the United States Department of Interior, Mescalero, New Mexico, USA

Native American Indian Tribe with a diverse group of business operations

Business Development Intern 6/2007 – 2/2008

- Created a business and operations plan for the Tribe's Department of Resource Management and Protection Greenhouse business
- Coordinated and synthesized the efforts of many stakeholders into a common vision and plan for their greenhouse operations

Center for Disabilities and Development (CDD), University of Iowa Hospitals and Clinics, Iowa City, Iowa, USA

Public healthcare institution specializing in disability assistance

Application and Development Team Leader 6/2003-6/2005

Student Computer Consultant 6/2002-6/2003

- Co-created, designed, and implemented the CDD Universal Services Portal (CUSP), an Intranet management system and active data source that provides reporting and paperless workflows for CDD staff
- Technical lead on the CDD Internet redesign team. Successfully guided the file and coding structures, database designs, workflows, usability, implementation, and accessibility. Instrumental in obtaining approval from UIHC web design and marketing staff

VOLUNTEER ACTIVITIES AND ORGANIZATIONS

Association for International Management, University of Denver Daniels College of Business, Denver, Colorado, USA

Graduate student organization concentrating on building relationships and fostering intercultural competence in the Denver business community and Daniels College of Business

President 1/2007 – 3/2008

Director of Communication Technologies 12/2005 – 12/2006

- Developed organizational strategy with executive team that moved the organization from producing unrelated events to a coordinated event schedule pertaining to international business networking opportunities
- Implemented a website redevelopment to take advantage of institutional priorities and resources

PROFESSIONAL SKILLS

- Language: 3.5 years Mandarin Chinese verbal and written; including living in Hangzhou, Zhejiang, PRC for 3 months studying Mandarin Chinese; native English
- Technology:
 - Database design: MS Access, MS SQL Server, and MySQL
 - Web development: Dreamweaver, FrontPage, Drupal, and raw HTML code
 - Programming: VBScript, Jscript, ASP, C, Java
 - Network design: MS Windows, Macintosh, and Unix-based OSs
 - Server-based software packages: MS Exchange Server, MS SQL Server, MS Windows Server, Unix-based servers
 - Client software packages: MS Office Suite and MS Visio
 - Statistical analysis: SAS Business Intelligence Software and Predictive Analytics
 - Financial analysis: Bloomberg Professional service through Bloomberg Terminal