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# Justin D. Kidd

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## Profile:

Well-rounded information technology experience gained from business analysis projects, web development, and hands-on opportunities. Focused and competent individual with a demonstrated background of achievement.

## Education:

**Baker University** Baldwin City, Kansas 2004

**Bachelor of Science**, Computer Information Systems

## Work experience:

**First Responder** Legislative Computer Services Topeka, Kansas December 2005-Present

Provided hardware and software support to members of the Kansas State Senate and Kansas House along with their secretaries and administrative staff. Documented issues for ticketing database. Trained and supported Microsoft Office 2003, Word Perfect Office 2002, Novell GroupWise 6.5, Microsoft Outlook, Novell Netware, and Intellisync. Provided Hardware support for desktops and Bluetooth capable laptops running Window XP Professional along with PDAs running Pocket PC and Palm OS. Supported Xerox Phaser and Hewlett Packard LaserJet printers.

**Internet Developer** Dotson Eyecare Topeka, Kansas July 2005-August 2005

Created website for Dotson Eyecare. Developed patient information form in PDF format with interactive form fields. Created contact lens reordering system. Utilized skills in web design, database design, graphic design, search engine optimization and interactive PDF form development using HTML, PHP, MySQL, Dreamweaver, Photoshop, and Acrobat Professional 7.0.

**Computer Assistant** Baker University Baldwin City, Kansas 2002-2004

Created websites for Baker Computer Science Department and Student Development Department. Utilized disk cloning software to image hard drives. Utilized skills in web design, database design, cloning, and software configuration and support using HTML, C++, PHP, MySQL, Dreamweaver, Symantec Ghost, Office 2003 Professional, Windows Server, Linux, and Windows XP Professional.

**Intern I** Sprint North Supply New Century, Kansas October 2003-December 2003

Worked as a member of a team of four to analyze the order taking process including phone, Internet, and Electronic Data Interchange Orders. Developed plans to optimize each process with minimal cost. Provided technical assistance to team members. Utilized skills in Microsoft Visio 2003, Microsoft Project 2003, Microsoft Word 2003, and Microsoft Excel 2003.

**Utility Worker** Kansas Department of Transportation Topeka, KS Summer 2002

Created document management through minting of compact disks consisting of images of log books. Overhauled active and inactive project filing system. Insured that new project files were placed in the correct drawer. Developed skills in paper document management, created Word documents for use in geotechnical reporting, and edited pictures in Photoshop. Archived 2GB of data from a network drive.

## Honors and Activities:

**Volunteering:** Habitat for Humanity Spring Break Work Trip, Gulf Shores, Alabama, March 2001-2002. *Computer Technician* for Saint Matthew School in Topeka. *Webmaster* for organization.

**Honors and Awards:** *Presidential Scholarship* recipient, Baker University.

**Beta Testing:** Technical Beta Tester for *Microsoft Office System 2003*. Beta Tester for *Microsoft Update*.

**Professional Associations:** Association for Computing Machinery Professional Member