

# Resume of Joseph W. Guillaume

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## PERSONAL STRENGTHS

Work efficiently and logically under pressure conditions. Act and re-act quickly and calmly in critical situations. Create and maintain planning and training goals to keep workplace at highest performance level. Continuously research to sustain the latest knowledge in critical areas.

Have driven and operated firefighting vehicles of significant complexity including: pumpers, aerial ladder truck, crash/rescue trucks, and support vehicles, responded to fire calls/alerts, alerts, standbys, and other emergencies. Determine the proper pressures based on the principles of hydraulics.

*Training:* Participated and administered classroom lectures, simulated demonstrations, training, practical methods, techniques, safety procedures, materials and equipment for firefighting, hazardous materials, rescue and medical emergencies. Documented training of employees for personnel training folders.

*Management:* Have applied lessons from my Bachelor of Science Degree in Business Management to Fire Department situations. Maintained fire inspection records for various buildings and facilities. Have solved and attempted to solve public complaints and employee dissatisfaction. Directed firefighters and other emergency crews until arrival of Fire Chief.

*Hazardous Materials:* Nationally certified as a Hazardous Materials Technician. Maintain awareness of new hazardous materials. Completed annual and random examinations in radiation control procedures.

## EXPERIENCE

07-1980 to Present; 72 hours per Week; Firefighter; GS-0081-07 (8) \$72,000 per annum; Federal Fire Department 850 Ticonderoga Rd, Suite 106 Pearl Harbor, Hawaii 96860-5102; Chief Jack Lee, 473-3474

*Inspections:* Have performed fire inspections and fire prevention classes for various groups in both home and office settings. Maintained a systematic record of what building or facilities have been inspected to ensure all buildings and facilities are inspected in a timely manner.

*First Aid:* After completing the National Standards Emergency Medical Technician, I received a higher-level course that allowed me to teach at First Responder level. Certified in C.P.R. Troubleshoot various Apple computers and products. Identify and repair system problems. Reinstall and reformat hard drives. Resolve network and connectivity issues. Upgrade and install peripheral devices. Answer phone calls to continue support for work performed.

*1-06 to present*; various hours (by phone appointment); Computer Consultant; \$29.00 per hour; MAChanic (Independent Contractor – Self Employed)

*Clients Include:* Paul Brown Hair Salons, Kunkel Works, Hawaiian Islands Ministries, The Calendar Company (Hawaii Calendar.com), Hawaii Craftsman (non-profit), and Hulafish Computer Services. Also other non-business clients at their homes.

*10-2003 to 5-2004*; 20 hours per week; Technology Coordinator; \$19.75 per hour; Kalihi Elementary 2471 Kula Kolea Drive

Honolulu Hawaii 96819; Principal Mann, 832- 3177

Troubleshooting and maintenance of the lab, staff and classroom computers. Maintain an inventory of hardware, peripherals and software used in the lab and school wide. Coordinate instruction in and access to the Computer Lab. Coordinate staff development activities to ensure that all students/teachers are comfortable using their computers. Create awareness of innovative uses of technology Establish and maintain publishing facility (web, print, audio, and audio/visual) in the multi-media center and computer room.

Facilitate and assist staff with effective integration of technology and school curriculum looking at both short and long term goals. To participate as a representative in complex and district activities as needed. Attend technology classes, seminars, workshops, and conferences. Coordinate/facilitate planning for technology, lead Tech Committee. To keep abreast of the changes in technology. Contact vendors for purchases, repair and maintenance, recommend/specify hardware/software products. Help develop a school wide AUP policy, recommend measures to maintain an adequate budget.

*3-93 to 3-94*; various hours; Committed Partner; Volunteer Breakthroughs for Hawaii Youth at Risk (formerly Hawaii Youth at Risk) Clinton Terrell Executive Director; 263-1500

Attended Committed Partner training, which focused on interpersonal communication. Attend one week intensive Camp which included a ropes course for developing young peoples confidence. Made contact with committed partner (youth) once a week for fifty-two weeks. Attended a one-year graduation and celebration of the success of the program.

## **EDUCATION**

University of Phoenix, Honolulu, Hawaii; Bachelor in Management, 2001; 3.76 GPA;

College of San Mateo, San Mateo, California; Associate in Fire Science, 1977

Half Moon Bay High School, Half Moon Bay, California; 1973 High School Diploma

Completed numerous non-credit courses at University of Hawaii Pacific New Media

Completed RITSC computer courses at Pearl Harbor Sub Base.

Certificate of Training ESRI (Environmental Systems Research Institute) Introduction to Arc GIS I

## TECHNICAL EXPERTISE

- ◆ *Operating Systems:* Macintosh (OS9/OSX), Linux (Ubuntu, Debian), Unix (BSD), Windows (95/98/ME/2000/XP/NT)
- ◆ *Network Support:* Installation, configuration and support of Hubs, Switches, Routers, and Servers (Apache) with DHCP
- ◆ *Desktop Software (installation and support):* Microsoft Office (Word, Excel, PowerPoint), Adobe Creative Suite (Photoshop, Illustrator, InDesign, Dreamweaver, Acrobat Pro), BBEdit, Omni Pro OCR
- ◆ *Computer Languages:* HTML, PERL, PHP, SQL, CSS, BASIC
- ◆ *Other Hardware*

*Skills:* Installing Cat. 5 wiring

Board of Directors Hawaii Open Source Educational Foundation (HOSEF)2006-2008

TECHNOLOGY CONFERENCES ATTENDED: MacWorld Boston 1996, MacWorld San Francisco 1998, MacWorld New York 2000, MacWorld San Francisco 2003, MacWorld San Francisco 2004, Trans-Pacific Open Source Software Conference 2006 and 2007.

