

# William Harrington Harmon

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## Career Focus: INSTRUCTIONAL DESIGN/e-Learning

Develop and support the delivery of instructional courseware

## EDUCATIONAL ACHIEVEMENTS

*(All education financed with full-time employment while commuting to college during the day/nights)*

**M.S., Masters of Science, Instructional Technology**, New York Institute of Technology

B.S., Bachelor of Science, Industrial Engineering Technology, Purdue University

A.A.S., Associate of Applied Science, Organizational Development, Purdue University

## SKILLS – Familiarity and/or experience with:

Engineering graphic design CAD software (Autodesk AutoCAD 2014-2011, Architecture, Revit BIM)

Graphic Design (Photoshop CS / Freehand)

Camtasia Studio, SnagIt (creating software demos / simulations / screen captures / branching scenarios)

Flash and Flash concepts (stage, objects, actions, timeline, etc.)

Bluebeam PDF Revu (creating pdfs / packaging documents eg. Docx, dwg., .xlsx, etc.)

Plotting design documents to OCE plotters and printers

Microsoft Office Suite – Word, Excel and PowerPoint

Windows 10, 8.1, 8, 7, Vista

Website builder

## Instructional Technology - Masters' Thesis:

“Development of a Computer-Based Training, (CBT), Understanding of Computer-Aided Design (CAD)”.

Have spent years creating, developing and launching tutorial web site based on masters' thesis:

[WWW.CADTASTIC.COM](http://WWW.CADTASTIC.COM)

## SUMMARY OF QUALIFICATIONS

- Knowledge of conducting training needs analysis with subject matter experts (SMEs), determining what kind of learning solution is appropriate for learning gaps identified.
- Recommendations ranged from job aids, performance support tools, quick reference documents, web based training, workflow diagrams, technical documentation of processes and procedures, etc.
- Can design and develop learning solutions for blended approaches including, instructor-led classroom, webinars and job aids.
- Familiarity with instructional system design, ISD and its relationship to adult pedagogy.
- Developed graphics as needed following Company Branding Standards and CAD standards.

## Non-Technical Skills

Collaborative and organizational skills.

Good communication skills both verbal and written.

Mentored and coached new and interned employees.

Strong desire and ability to learn new technologies.

## PROFESSIONAL PROFILE

Company: STV Incorporated New York City, NY 1996 to 2010

A Top ENR 500 design firm offering engineering, architectural, planning and construction management services.

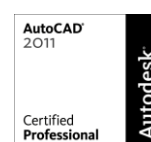
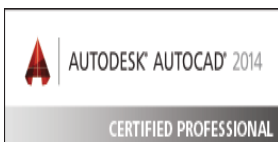
### As an Industrial Engineer

Over 20 years of experience in the A/E/C. Background encompasses the planning and oversees of layout of equipment and service/maintenance facilities.

### PROJECT / DEMONSTRATED EXPERIENCE:

- Performed industrial engineering facility planning study of existing workflow for component shops and inter-relationship with S.M.S. Car Program for City Transit. Prepared revised work flows and detail CAD drawings based on new layouts. These improvements will enable the Transit to overhaul the new generation of subway cars and half of existing fleet of approximately 6,000 cars.
- Researched and prepared specifications for new shop equipment.
- Demonstrated CAD production abilities in creation of architectural working drawings and specifications through all phases of the project – schematic design, design development, construction documents and construction phase services.
- Served as the chief CAD liaison, coordinating the efforts of all involved departments to ensure that all drawings meet project standards.
- Conducted one-on-one training/tutoring in CAD. Introduced time saving tips\shortcuts.
- Developed project specific job handouts.
- Used Presentation skills in training employees in the core application skills, standards and templates.

## Continuing Professional Development



AutoCAD 2014/2013/2012/2011 Certified Professional Certificate, Revit Architecture training, Autodesk OTC