

Desmond Grundy
Ontario, Canada
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~ RESUME ~

Objective

- Bring my wide range of business, technical and creative skills to bear on new assignments;

Education

- Certificate, Media Writing, Sheridan College, Oakville, June, 1983 - 1985
- Certificate, Music, Theatre and Gardening, Mohawk College, 1981 - 1983
- Drums and Piano, Royal Conservatory of Music; Mohawk College, Hamilton, 1975 - 1981

Education Highlights:

- Corporate and media writing, journalism and entrepreneurship, business administration
- Content production and development; publishing, web design
- Music and theatre production and performance
- Landscape Gardening, planting, maintenance, construction

Work Experience

Computer systems and writing; construction and maintenance; legal and administration

- Chief technology officer for medium-sized executive search firm - Toronto, 1998 - 2000
- Technology partner for medium-sized marketing firm: - Toronto, 1992 - 1998
- Publishing / technology consultant for Sony, United Church, Penguin Books, 1988 - 2001
- Internet software developer for a wide range of organizations, 1987 - present
- Writer and analyst / data systems for a group of United Nations NGOs, 2013 - present
- Handyman business, 2014 - present; Home-building, 2008 - 2012; Property maintenance
- Legal advocate: WSIB, Labour Board, Small Claims and Superior Courts

Strengths and hard skills

- Ability to focus energy and work smart to meet higher than normal expectations;
- Wide range of computer hardware and software expertise; recruiting and resource mgmt.;
- Experienced and patient teacher and support person; personnel management;
- Flexible and punctual; honest and trustworthy; polite and respectable;
- Projects and software solutions consultant: software/hardware projects and support;
- Audio and video production / musician / composer; stagehand, actor, model; publisher
- Corporate communications; copy and technical writer, researcher; content troubleshooter.
- Compatible and proficient with Microsoft, Apple, Unix operating systems / applications;
- Social media and SEO manager; technical and documentation support and trouble-shooting
- Large range of building, landscaping and project management experience.
- Truck driver, materials handler, mason's labourer, tool user, cook and bottle washer

Interests

- Music, family, real estate, building, fixing, gardening, renovating, and food