

References

Reference 1:

Company Name:	Loyalty One
Contact Name:	Peter Maddison
Contact Title:	Director, Platform Services
Contact Telephone:	(416) 552-2777
Contact email:	PMaddison@loyalty.com
Date Work Undertaken:	May 2011 – Dec 2011
Nature of Assignment:	Reported directly to Peter Maddison - Providing quality assurance, editing, and schedule /conduct meetings with Design Engineers and SMEs. Update, create and validate Run Books. Update and move existing documentation from TWIKI to SharePoint. Review and/or Create Quick Start Guides and Data / Spec Sheets for all Hardware.

Reference 2:

Company Name:	Ontario Power Generation (OPG)
Contact Name:	Glen Dempster
Contact Title:	Sr. Manager IT Security
Contact Telephone:	(416) 550-2221
Contact Email:	glen.dempster@opg.com
Date Work Undertaken:	March 2012 to May 2012
Nature of Assignment:	Providing quality documentation, editing and schedule / conduct meetings with IT staff, managers and directors. Plan and develop clear, concise and easily understood Policies and Procedures for Corporate wide IT Security using SharePoint to provide a document & file management platform and collaboration tool.

Reference 3:

Company Name:	Suncor Energy
Contact Name:	Jeff Stockdale
Contact Title:	Managing Director
Contact Telephone:	(519) 757-2436
Contact email:	jeffs@oakridgecontrolsolutions.ca
Date Work Undertaken:	December 2011 to January 2012
Nature of Assignment:	Providing quality documentation and editing. Review Suncor's - Aquarius System and provide required documentation for existing software program. Review Suncor's - Marine Risk Management System and provide required documentation for existing software program. Produce Change and Requirement Specifications for both Aquarius and MRMS program upgrades.