



Applicant Name: _____
(please print)

INFORMATION TECHNOLOGY

So that we may better assess your knowledge/skill level, please complete the applicable areas below. For areas where you have work experience, please self-rate the level of your experience and skill. Self-ratings are as follows:

- 1 = entry level knowledge and/or experience**
- 2 = moderate degree of skill and proficiency**
- 3 = thoroughly skilled and proficient**

If you have knowledge gained through education only, please check the education box in the far right column.

Example:

LOCAL AREA NETWORK SUPPORT	Amount of Experience	Knowledge/Skill Self Rating	Experience Gained in Which Job?	Education Only
HARDWARE: Install & Configure	_2_yrs / _8_mos	2	ABC Insurance Company	

MICROCOMPUTER/DESKTOP SUPPORT	Amount of Experience	Knowledge/Skill Self Rating	Experience Gained in Which Job?	Education Only
HARDWARE:				
Install & Configure	____yrs / ____mos			
Operate & Maintain	____yrs / ____mos			
Perform Upgrades	____yrs / ____mos			
Problem Resolution	____yrs / ____mos			
Documentation	____yrs / ____mos			
Research & Recommend	____yrs / ____mos			
SOFTWARE:				
Install & Configure	____yrs / ____mos			
Operate & Maintain	____yrs / ____mos			
Perform Upgrades	____yrs / ____mos			
Problem Resolution	____yrs / ____mos			
Documentation	____yrs / ____mos			
Research & Recommend	____yrs / ____mos			

Description of Microcomputer experience represented above:

Please indicate Network Topology with which you've had experience, including type of hardware:

Please list the operating systems with which you have experience:

LOCAL AREA NETWORK	Amount of Experience	Knowledge/Skill Self Rating	Experience Gained in Which Job?	Education Only
<u>HARDWARE:</u>				
Install & Configure	____yrs / ____mos			
Operate & Maintain	____yrs / ____mos			
Perform Upgrades	____yrs / ____mos			
Problem Resolution	____yrs / ____mos			
Documentation	____yrs / ____mos			
Research & Recommend	____yrs / ____mos			
<u>SOFTWARE:</u>				
Install & Configure	____yrs / ____mos			
Operate & Maintain	____yrs / ____mos			
Perform Upgrades	____yrs / ____mos			
Problem Resolution	____yrs / ____mos			
Documentation	____yrs / ____mos			
Research & Recommend	____yrs / ____mos			

Description of LAN experience represented above:

Please indicate Network Topology with which you've had experience, including type of hardware:

Please describe the type of file server support experience you have:

GENERAL USER SUPPORT SERVICES	Amount of Experience	Knowledge/Skill Self Rating	Experience Gained in Which Job?	Education Only
Prepare and process service orders	____yrs / ____mos			
Process troubleshooting reports	____yrs / ____mos			
Billing for IT services	____yrs / ____mos			
User training and consultation	____yrs / ____mos			
Coordination of campus communication projects	____yrs / ____mos			

Description of experience:

WEB	Amount of Experience	Knowledge/Skill Self Rating	Experience Gained in Which Job?	Education Only
Design & Development	____yrs / ____mos			
Maintenance	____yrs / ____mos			
Security	____yrs / ____mos			

Description of Web experience represented above:

Please list types of web servers used:

Please list tools used to develop web pages:

COMMUNICATION NETWORKS	Amount of Experience	Knowledge/Skill Self Rating	Experience Gained in Which Job?	Education Only
<u>Voice networks:</u>				
Analysis	____yrs / ____mos			
Monitor	____yrs / ____mos			
Coordinate & Maintain	____yrs / ____mos			
Testing & Optimizing	____yrs / ____mos			
Troubleshooting	____yrs / ____mos			
Documentation	____yrs / ____mos			
<u>Data networks:</u>				
Analysis	____yrs / ____mos			
Monitor	____yrs / ____mos			
Coordinate & Maintain	____yrs / ____mos			
Testing & Optimizing	____yrs / ____mos			
Troubleshooting	____yrs / ____mos			
Documentation	____yrs / ____mos			

Description of Communications Network experience reflected above:

DATABASE SUPPORT	Amount of Experience	Knowledge/Skill Self Rating	Experience Gained in Which Job?	Education Only
Design database systems and programs	____yrs / ____mos			
Monitor database standards, usage & performance	____yrs / ____mos			
Troubleshoot and resolve problems	____yrs / ____mos			
Documentation	____yrs / ____mos			
Ensure data integrity	____yrs / ____mos			
Maintain archives	____yrs / ____mos			
Assist in data transfers or sharing of files	____yrs / ____mos			

Description of experience represented above:

PROGRAMMING	Amount of Experience	Knowledge/Skill Self Rating	Experience Gained in Which Job?	Education Only
<u>SYSTEM:</u>				
Analysis	____yrs / ____mos			
Design & Development	____yrs / ____mos			
Documentation	____yrs / ____mos			
Testing & Debugging	____yrs / ____mos			
Problem Resolution	____yrs / ____mos			
<u>SOFTWARE:</u>				
Analysis	____yrs / ____mos			
Design & Development	____yrs / ____mos			
Documentation	____yrs / ____mos			
Testing & Debugging	____yrs / ____mos			
Problem Resolution	____yrs / ____mos			

Indicate system software with which you have experience:

- | | | |
|---|---|--|
| <input type="checkbox"/> operating system | <input type="checkbox"/> general utility software | <input type="checkbox"/> database & other file management software |
| <input type="checkbox"/> online real-time systems | <input type="checkbox"/> networking software | <input type="checkbox"/> other: |
| <input type="checkbox"/> performance evaluation tools | <input type="checkbox"/> system security software | |

Please list languages in which you have programmed:

Description of Programming experience represented above that reflects complexity of experience:

VIDEOCONFERENCING NETWORKS	Amount of Experience	Knowledge/Skill Self Rating	Experience Gained in Which Job?	Education Only
	____yrs / ____mos			
	____yrs / ____mos			
	____yrs / ____mos			
	____yrs / ____mos			
	____yrs / ____mos			
	____yrs / ____mos			
	____yrs / ____mos			

Description of experience represented above:

MANAGEMENT / ADMINISTRATIVE FUNCTIONS	Amount of Experience	Knowledge/Skill Self Rating	Experience Gained in Which Job?	Education Only
Supervision of professional/technical staff	____yrs / ____mos			
Manage departmental budget	____yrs / ____mos			
Project management	____yrs / ____mos			
Strategic planning	____yrs / ____mos			
Oversee customer service	____yrs / ____mos			
Develop and implement procedures and guidelines	____yrs / ____mos			
Select vendors and/or products	____yrs / ____mos			

Description of experience represented above:

Please share any other IT experience you have that is not reflected in the areas listed on this addendum form:

I hereby affirm that I have accurately represented my amount and type of experience called for in this addendum, and I understand that misrepresentation or omission of facts called for may constitute grounds for rejection of application or for termination of employment from Southern Illinois University School of Medicine (SIU-SM).

Signature _____ Date _____

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If additional space is needed, please continue description of experience on back side of page.