

## **Travis G. Haugen**

Winnipeg, Manitoba

(204) 430-5810 (M)

### **Profile**

- Highly energetic and self motivated – I have been self-employed my entire working life
- Excellent organization and time management skills
- I take pride in providing excellent customer service
- Self starter; willing to work independently or as a team member
- A+ Certified and Network+ Certified

### **Self-Employment**

May 2002 - Present

#### **Under Contract To Various Winnipeg companies**

##### *Winnipeg, Manitoba*

Built and Maintained a Domain (Currently Windows 2008R2 Server Standard)

- Wrote and maintain an Item based custom network application utilizing SQL back end and an Access front end with a flow chart from quote to order entry to invoice to shipping/tracking
- Designed custom programming and ODBC connectivity to allow automated bar code printing
- Install and maintain a variety of large format printers/scanners plotters and other hardware
- Install and maintain applications such as MS Office, Sage Simply Accounting, Illustrator Design Suites, Coreldraw, Composer, BarTender etc.

Nov 1989 – Present

#### **Bow City Philatelics Ltd**

*204 – 5240 1a st SE*

*Calgary, Alberta T2H 1J1*

- Conduct internet based Philatelic auctions and private treaty sales on an on-going basis
- Maintain and update the auction site
- Build and maintain an e-mail customer list on an on-going basis
- Maintain a data base of customer/client e-mail activity

Sept 1990 – Apr 2002

#### **Document Messenger Services Ltd. (Now Goodfella Delivery**

*309 2<sup>nd</sup> Avenue SW*

*Calgary, Alberta T2P 0C5*

Operations Manager, Customer Relations

- Managed the day to day flow of delivery routes, pickup schedules and customer relations
- Managed and maintained front office duties such as invoicing accounting, payroll

1971 – Sept 1990

- Designed and maintained a custom invoicing program tailored to the special needs of the business.
- Designed and maintained a custom address database to track address changes, company name changes, buy-outs etc.

### **Professional Touring Musician**

- Toured Through Canada And The USA as a professional musician
- Involved in Recording in many studios throughout Canada
- Still involved in studio work to present day here in Winnipeg including Juno nominated projects