

Michel Tremblay

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Secret II Clearence, No 94-06-0013, active until 2012

Technical Skills

Hardware

Software

Operating Systems

PC	MS Office	DOS
Configuration	Corel Office	Windows 95 to XP & Vista
Client support	MS Puplicher	
	Coreldraw	
	Photo-Paint	
	Photoshop	
	Word	
	WordPerfect	
	Powerpoint	
	Internet	
	vido	
	audio	

Bilingual English and French

Employment History

Employment agencies (Federal Government)

1996 – 2009

Last project: House of Commons

Desktop publishing consultant

1996 - 2009

I am regularly hired as copywriter with typography, typesetting, to publish, edit, convert documents for print and/or the Web onsite/offsite at Federal Government.

Software and tools: Coreldraw, Photoshop, MS Publisher, MS Office, Corel Office, Acrobat, HTML editors, CSS, image retouching, vector graphics, document editing and converting, general computer support, Internet...

Private sectors: Logo design, animations, 3D modelling, software and hardware

support.

Education

Vocational & Technical Training (Qc) DVS in Computing Support , Gatineau , QC	2009
CEGEP Certificate in Graphics , Gatineau , QC	1995
Computerized Office – Wordperfect, Dos	1993
Commercial Art, Algonquin College, Ottawa (Partial) 1975	

Community Work

Operation Red Nose in 2005 and 2008

Interests

Internet, my work, computer design