

**Mark F Baumgarten**  
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## Employment History

Library Aide/Library Specialist

**July 2014 – August 2019**                      **Broward County Board of County Commissioners**                      **Margate, FL**

***Circulation & Reference Departments:***

- Involved in circulation of all books and media
- Completed daily cash reports
- Coordinated library events with social media
- Performed routine book processing and maintenance
- Assisted in improving and maintaining site inventory
- Taught basic adult computer courses
- Worked in patron services

Radio Host

**August 2012 – Current**                      **MarkWHO42's Universe**                      **Davie, FL**

- Host/Producer/Director of an online radio show dealing with science fiction, previously heard on Krypton Radio, ODYSY Radio, and currently on Subspace Radio Network, which won the 1<sup>st</sup> annual *Spacie* Award in 2016 for "Best Sci-Fi Radio show"

Business Owner

**September 2010 – August, 2019**    **markwho42 Books**                      **Davie, FL**

- Owner and operator of home-based specialty retail business focusing on online and event sales of books and related merchandise

Manager

**August 2007 – June 2014**                      **Franklin Home Health**                      **North Miami Beach, FL**

- Developed a clientele list
- Managed business
- Drove patients to doctor appointments
- Went shopping for patients (groceries, etc.)

Library Aide

**June 2005 – August 2007**                      **Broward County Board of County Commissioners**                      **Fort. Lauderdale, FL**

***Computer Department:***

- Supervised activities in the library's Computer Lab
- Taught computer software skills and general basic usage to general public in the Computer Lab
- Organized computer classes
- Maintained order and silence in lab (including discouraging illegal usage)
- Created and displayed monthly library schedule, projected in the library courtyard, using Microsoft PowerPoint

## Education and Training

<u>School</u>	<u>Location</u>	<u>Coursework</u>
Sheridan Technical College	Hollywood, FL	Vocational School Certificate in Web Page Design
Pinellas - Technical Education Center	St. Petersburg, FL	Vocational School Certificate in Business Software Applications

## Certificates

**Adobe Certified Associate**

- Visual Communication using Adobe Photoshop® CS6
- Rich Media Communication using Adobe Flash® CS6
- Adobe Dreamweaver® CS6