

# DONALD C. J. KETTLE

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## Résumé

**OBJECTIVE:** *“Face challenges and turn them into successes; to make a significant contribution in a winning environment.”*

### EDUCATION:

**College:** College of the North Atlantic: Journalism Program – Graduated April 26, 2012

#### **Scholarships & Awards:**

Juno Legacy Fund Scholarship  
Newfoundland Broadcasting Company Scholarship  
Royal Canadian Legion – Branch 35 Scholarship  
CNA President's Medal (Top of Class)  
Atlantic Journalism Awards: Nalcor Achievement Award 2011

#### **Work term placement:**

CBC Radio One, Corner Brook  
Researched stories and wrote basic interview packages for the  
West Coast Morning Show. Supervisor: Chris Wilson

Career Academy Canada Toronto, Broadcast Arts & Sciences Diploma

Georgian College, Barrie, C Programming (Credit course)

Seneca College, Toronto, C++ Programming (Credit course)

**On-the-Job:** Symantec Corporation, Toronto, Web Design & Content

EyeTech Productions, Video Production/Editing

**High School:** Riverdale Collegiate Institute, Toronto

### EMPLOYMENT EXPERIENCE:

**BROADCASTING:** In a career spanning the 1970's thru the 1990's, I have worked across the country, primarily in radio, for such stations as CFTJ, Cambridge; CKPC, Branford; CKFH, Toronto; CKBB (now B101 FM), Barrie; CKVR-TV, Barrie; CHQR, Calgary.

hosted radio programs in various musical genres  
wrote, edited and delivered newscasts  
public appearances and promotions  
on location broadcasts (remotes)  
community involvement and fundraisers  
commercial writing and production

**TECHNOLOGY:** During the late 1990's and early part of the current decade, I advanced my interest and experience in new technologies with Symantec Corporation (Toronto) and Centrinity/Open Text Corporation, Richmond Hill.

I supported various computer software applications and hardware configurations;  
I was a Team Leader with Symantec, supervising/mentoring/training others  
supporting the various Norton products including Anti-Virus and Utilities

Product Champion for Norton CleanSweep and Norton CrashGuard;  
Assisted with all phases of final testing of new releases while  
developing training material for support personnel and end users;  
preparation of related web content.

I am skilled in Microsoft Office (Word, Excel, PowerPoint, Access, Publisher); Microsoft Visual Basic, Visual Web Developer. I am also familiar with many Radio computer systems for music scheduling and program production and automation.