

J. Allen Moore

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Summary of Experience

Forty+ years experience, most of which were spent in I&C discipline developing training, developing/producing Computer Based Training, developing procedures, starting and maintaining chemical/power plants. Have worked some electrical, some mechanical. **Certified instructor (Commercial Nuclear and D.O.E.)** with > 35 yrs training related experience, including extensive job and task analysis, and development for INPO accreditation. Very familiar with SAT (ADDIE) process from beginning to end. Six years as first line supervisor responsible for as many as seventeen technicians at once. **WSU Certified Technical Writer.** One hundred thirty hours of supervisory/leadership training. Mid to high level proficiency with the following: WordPerfect, Visio, Corel Draw, Toolbook authoring software (proficient with Toolbook Openscript), Lectora, Articulate, Adobe Captivate, audio (Audacity) and video digitizing software/hardware, MS Word, Corel Photo-Paint, Corel Knock-Out, Power Point, and several other software products. Developed 50+ CBT courses using Toolbook, Lectora & Articulate. Very proficient with **Focus Learning Corp.'s VISION©** training software. Some experience with HTML. DOE "L" clearance (inactive July 1998). Associate in Electronic Engineering. View those that have endorsed and recommended me on LinkedIn <https://www.linkedin.com/in/j-allen-moore-a800a257/>.

PROFESSIONAL EXPERIENCE

PROCEDURE /TECHNICAL WRITING:

Professional Experience:

May 2013 to August 2014 (15 Mos.)

Sr. Procedure Writer – Modifying procedures in support of License Renewal Project at Salem - Hope Creek Nuclear Power Plant for NEC.

June 2011 to October 2011 (4 Mos.)

SUPERVISOR OPS PROCEDURES – Developing maintenance procedures using strict template at Watts Bar Unit 2 for Sun Technical.

Nov. 2009 to Dec. 2009 (6 wks)

SR. PROCEDURE WRITER – Performing gap analysis for new 10CFR 73.55 criteria at Prairie Island Nuclear Plant. Employed through WD Associates.

Oct. 2007 to Sep. 2009 (24 Mos.)

SR. PROCEDURE WRITER – Providing procedure upgrade for I&C and Electrical procedures at Columbia Generating Station (Oct. through Aug.). **Sr. Training Specialist** – Developing Computer Based Training using Toolbook and Lectora authoring software (Sept. through Sept). Employed through Westwind Group Inc.

January 94 to July 95 (18 Mos.)

PROCEDURE WRITER - Developing and maintaining maintenance procedures (Instrument and Electrical) at a Commercial Nuclear Power Plant in Richland, WA for Washington Public Power Supply System.

November 93 to January 94 (2 Mos.)

PROCEDURE WRITER - Developing fire detection procedures at a Commercial Nuclear Power Plant in Richland, WA for Mid Columbia Engineering (Washington Public Power Supply System).

February 96 to November 96 (10 Mos.)

PROCEDURE WRITER - Developing Operation Procedures at a Uranium Gaseous Diffusion Plant for MDM Engineering in Piketon, Ohio.

COMPUTER/WEB BASED TRAINING:

January 2023 to present

E-Learning Specialist – Developing/Modifying E-Learning Courses using Adobe Captivate for SRMC, Savannah River Site through Pinnacle Specialties.

June 2020 to November 11 2020

Training Specialist – Developing training materials for NNSA
Employed through AkariDecedent

April 2015 to October 2015 (6 mos.)

Sr. CBT Developer – Developing CBT/WBT for Bechtel’s Waste Treatment Plant engineering group Richland, WA. Using Articulate authoring software. Employed through Recruitwise.

October 2012 to November 2012 (5 wks)

SR. CBT DEVELOPER – Developing Computer Based Training using Lectora authoring software at Columbia Generating Station (Nuke Plant). Employed through Westwind Group.

August 2002 to October 2004 (26 Mos.)

SR. CBT DEVELOPER - Developing Computer Based Training at Susquehanna nuclear plant. Including developing, producing, and implementing CBT. Courses include Plant Access Training, Radworker Training, Respirator Training, Confined Space Entrant, Energy Control Process, Fire Watch, General Safety, and Print Reading. Authoring language used is Toolbook. Very proficient in both scripting and actions editor functions of Toolbook. Worked 1099 both at home and on site through self, Focus Learning Corp., and Silver Fox LLC (Susquehanna Nuke Plant) Developed and documented numerous routines for CBT use.

May 2006 to July 24 2006 (3 Mos.)

SR. CBT DEVELOPER – Developing CBT for Non-Proliferation group at Los Alamos National Labs. These courses are designed to train U.S. law enforcement personnel how to use various hand held detection equipment. The equipment is used to detect hazardous and radioactive material. Authoring language used is Toolbook II. Worked from home through Master-Lee Hanford Corp.

STANDARD TRAINING:

November 2019 to December 2019

Sr. Training Specialist – Validating and populating VISION database for HATCH nuclear plant near Baxley GA; short term contract with Planet Forward.

August 2019 to October 2019 (2.5 mos)

Sr. Training Specialist – Setting up and populating VISION data for Savannah River Remediation at Aiken SC; short term contract with Edgewater Technical.

February 2018 to May 2019 (16 Mos.)

Sr. Training Specialist - Validating VISION data for Palisades Operations Training working through Planet Forward.

July 2017 to December 2017 (6 Mos.)

Sr. Training Developer - Developing Electrical Qual Cards and I&C Courses using VISION© training software at Waterford 3 Nuclear Station through Absolute Consulting

May 2016 to January 2017 (8 Mos.)

Sr. Training Developer - Developing maintenance training program, configuring and populating VISION database for a D.O.E. nuclear facility at WIPP through Edgewater Technical

October 2015 to March 2016 (6 Mos.)

SR. Training Developer – Configuring VISION training database & instructing on the database for Duke Energy. Employed through Gilbert Consulting

August 2014 – December 2015 (part time after April 13th 2015) (7 Mos.)

Sr. Instructor - Evaluating and revising I&C Technician Initial Training Program as well as Ops Fundamental courses at Diablo Canyon nuclear generating station for NEC. (Working remote)

November 2011 to April 2012 (5.5 Mos.)

SR. TRAINING SPECIALIST – Modifying I&C courses to address changes cause by Extended Power Uprate (EPU) for Absolute Consulting at Point Beach Nuclear Plant.

Apr. 2010 to Feb 2011 (10 Mos.)

SR. TRAINING SPECIALIST – Developing Computer Based Training using Toolbook and Lectora authoring software at Columbia Generating Station (Nuke Plant). Employed through Westwind Group. Developed software routines and created document to describe routines used in programming CBT. (24 CBT courses developed.

Aug. 2007 to Oct. 2007 (3 Mos.)

SR. TRAINING SPECIALIST – Developing training courses for Los Alamos National Laboratory through Copeland Services

Oct. 2006 to Sep. 2007 (9 Mos.)

SR. TRAINING SPECIALIST - Developing Instrument and Control Training courses for Nine Mile Point Nuclear station. Working from home through Westwind Group. (Developed 20 courses)

March 2006 to April 2006 (2 Mos.)

SR. TRAINING ANALYST – Perform Job analysis and Gap Analysis for Radiation Protection & Chemistry Technicians at Nine Mile Nuclear Plant for Westwind Group.

April 2005 to February 2006 (11 Mos.)

SR. TRAINING SPECIALIST - Performing job and task analysis for Safeguards & Security and setting up VISION© training database at Los Alamos National Labs through Master-Lee Hanford corp. Configured VISION database. Report generator uses scripted reports to created documents. Produced documentation explaining report routines and how to use them as well as standards for data entry.

January 2005 to March 2005 (3 Mos.)

SR. TRAINING SPECIALIST - Developing Lab exercises for I&C Technicians at Davis-Besse nuke plant through FRG. Corp.

November 2004 to December 2004 (2 Mos.)

SR. TRAINING SPECIALIST - Developing Lab exercises for I&C Technicians for FERMI nuclear plant through MILVEY corp.

June 2002 to September 2002 (4 Mos.)

TRAINING SPECIALIST/INSTRUCTOR - Developing and teaching 40 hr. "HVAC for I&C" course at Susquehanna nuclear plant. (Enercon Services)

November 2001 to December 2001 (6 wks.)

TRAINING SPECIALIST - Providing I&C Training Analysis at Nine Mile Point nuclear plant. (Onsite Engineering)

March 2001 to September 2001 (7 Mos.)

TRAINING SPECIALIST - Providing training analysis, design, and development for electrical maintenance at a commercial nuclear power plant. (Fitzpatrick) (On-Site eng. Corp.)

September 2000 to March 2001 (6 Mos.)

TRAINING SPECIALIST - Developing Instrument and Control Courses at San Onofre Generating Station (Southern California Edison) for VOLT Technical Services

February 2000 to August 2000 (7 Mos.)

TRAINING SPECIALIST - Providing training analysis, design, and development for electrical maintenance at a commercial nuclear power plant (Nine Mile Point) (Enercon Corp.)

July 98 to January 2000 (19 Mos.)

SENIOR TRAINING SPECIALIST - Providing training development guidance and direction; configuring and maintaining a training database (VISION© by Focus Learning Corp.) at a DOE Facility (Spent Nuclear Fuel Project at HANFORD) for Master Lee Hanford Corp. Providing guidance and standards for JTA, Design, and Development of training for Operations and Maintenance.

May 90 to January 93 (33 Mos.)

INSTRUCTIONAL TECHNOLOGIST - Performing in depth Job and Task Analysis for maintenance (I&C and Electrical) training program to meet INPO accreditation. Developed a 5 Week Bailey 7000 calibration and maintenance course, a 5 day Electronic Process Maintenance course, and 120+ OJTs for electrical maintenance. Configured and maintained the training development database (VISION© by Focus Learning Corp). Wrote a 200+ page manual for the database program.

February 93 to October 93 (7 Mos.)

TRAINING SPECIALIST - Performing an in depth analysis of current training programs for various facilities at a DOE site (HANFORD). Purpose of analysis was to determine action required to improve current training program methodology and to configure and maintain a training database (VISION© by Focus Learning Corp.)

OTHER EXPERIENCE

July 97 to Sept. 97

PROGRAMMER - Personal business – Developed customer billing program for a water company. DOS based program no longer in use. Developed, tested, and produced documentation for program.

December 96 to July 98 (19 Mos.)

MAINTENANCE PLANNER - Preparing maintenance work packages which include writing procedures and work instructions at a Uranium Gaseous Diffusion Plant for Lockheed Martin in Piketon, Ohio.

October 95 to November 95 (8 wks)

STARTUP TECHNICIAN - Testing and start-up of a mobile waste vitrification unit including procedure

development in Richland, Washington for Vectra Technologies.

June 91 to January 93 (Side business)

PROGRAMMER - Personal business – Developed program to track personnel training and qualifications. Used at South Texas nuclear power plant and at WNP-2 (Now Columbia Generating Station). DOS based program no longer in use at either place. Developed, tested, and produced documentation for program.

Pre- July 84

Level II Start up engineer at a Nuclear facility, I&C Super. in a Nuclear Plant, I&C Start-up Tech. at 6 different Chemical Plants, Eng. assistant at a chemical facility, Electronics R&D Tech. for National Cash Register Co., Electronic Maint. Tech. at two capacitor mfg. plants.

EDUCATION and TRAINING

A.S. in ELECTRONIC ENGINEERING TECHNOLOGY - 1969 Florence-Darlington TEC, Florence, SC.
References upon request.