

# Joe Caldarola

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## OBJECTIVE

Interested in a litigation support position.

## BACKGROUND

Assumed many roles of support and mission critical responsibility. Liberal Arts background and business experience enhance social and verbal skills. Technical background enhances use and development of established and cutting edge database, analysis, text and image processing tools. Previous legal experience includes patent application and intellectual property defense.

## EDUCATION

### University of California at Davis

B.A., *summa cum laude*, Phi Beta Kappa in History.

### City College, San Francisco, CA (Post Graduate Continuing Education)

C-Programming, Advanced Circuits and Electronics.

### Vista College, Berkeley, CA (Post Graduate Continuing Education)

Spanish.

### University of California at Berkeley Extension, Berkeley, CA (Post Graduate Continuing Education)

Paralegal Certificate Program.

## EXPERIENCE

recent

### Consumer Action, San Francisco, CA

Dec 2004 - Present

Consumer Action is a non-profit, membership-based organization that serves consumers nationwide by advancing consumer rights, referring consumers to complaint-handling agencies and publishing consumer rights information.

- Focus client issues, research issues and facts, refer to appropriate consumer resources.

### Mesa Venture LLC, Santa Fe, NM

Oct 2000 - Nov 2005

Mesa Venture is a Santa Fe, New Mexico based private equity venture firm providing capital, financial advisory services, management, technical and business expertise to emerging growth companies.

- Provided timely research and evaluation of target companies' technology, engineering and management assets.

### Xbind, Inc., New York, NY

Feb 2000 - Sept 2000

- Assisted technology firm to translate engineering values into concrete customer-centric advertising and convention material.

### BusyBox, Inc., San Francisco, CA

Jan 1998 - Dec 1999

Director of Engineering and Development

- Translated unfocused management goals into concrete tasks, budgets, schedules, and projects.

previous

### Abacus Concepts, Berkeley, CA

Senior Software Developer, Technical Lead, Acting Director of Development

- Coordinated, directed, and implemented time critical porting of flagship software product from Macintosh to Windows, as well as follow up with various foreign language versions.

**AXS/Optical Technology Resource**, Alameda, CA

**National Computer Labs, Inc.**, Benicia, CA

**Hermeneutical Securities**, San Francisco, CA

Software Product Manager, Senior Software Engineer

- Defined, designed, and implemented marketing specifications for time critical software product.
- Wrote technical documentation for database device interface.

**InterOcean Steamship Corporation**, San Francisco, CA

**General Steamship Corporation**, San Francisco, CA

- Trained and supervised documentation clerks, managed customer relationships for freight traffic movements through ports, maintained liaison with government and discharge port authorities, assisted freight collections and voyage accounting.

**REFERENCES AVAILABLE ON REQUEST.**