**Instructor: Juan Carballo**

 1470 West 41 St # 205

 Hialeah, Fl 33010

 Web: <http://hialeahoficios.con> <http://miamioficios.com>

 Profile: <http://hialeahoficios.com/profile.html>

 Email: carballox@comcast.net

 Cell: 305-788-6586

**Education:**

2011-2012 **Electronic Health Records – Medical Billing and Codes**

2010-2012 **Intuit QuickBooks Certified User (Certiport)**

2008-2012  **E-learning Systems**

* Articulate Studio V13
* Captivate V9
* Camtasia Studio V8
* iSpring Suite V8
* Wondershare
* Moodle

2005-2012 **Master Instructor Microsoft Office Application.**

* Microsoft Excel Expert (XP-2003.2007).
* Microsoft Word Expert (XP-2003-2007-2010).
* Microsoft Access Core (XP-2007).
* Microsoft PowerPoint Core (XP-2007).
* Microsoft Outlook Core (2007).

2003-2005 **Computer Network Technology.**

PC Professor, 600 North Hiatus Road, Pembroke Pines.

 **Career Certification School License**

A+ Certification ok ok

Network + Certification ok ok

Microsoft Certified Professional ok ok

Microsoft Certified Database Administrator ok ok

Microsoft Certified Systems Engineer ok ok

Microsoft Certified System Administrator ok ok

1982-1987 ***Bachelor Degree of Arts Economics***

 *University of Havana, Havana City, Cuba.*

**Instructor Classroom Experience:**

2012 - 2016 **Electronic Health Record Systems & Medical Billing and Code (Part Time – Night Time)**

 South Florida Institute of Technology, 720 NW 27 Ave. 2nd Floor Miami, FL 33125

 Languaje: Spanglish. English

 (Number of students trained: ± 500).

2005 -2015 **Computer Application Instructor, IT, Database’s Programmer (Full Time)**

 Hialeah Technology Center, 601 west, 20 St. Hialeah, Fl, 33010

  **Instructor:**

 Microsoft Office (XP-2003-2007-2010-2013-2016), Windows (XP-Server-Vista-7-8-10), Network, Computer Assembly, Web Design, QuickBooks, Crystal Report, SPSS, SQL, Medical Billing, Electronic Health Record, E-learning Systems, etc.

 **Programmer:**

 Microsoft Access Developer with VBA and SQL integration (School Control System, Quality Management System (ISO- 13485), Telemarketing System, Customer Support System, Documents Control System, etc.).

 Languaje: Spanglish, English

 (Number of students trained: ± 1500).

2004 **Business Computer Instructor**

                      South Florida Institute of Technology, 2141 S.W. 1 St. Suite 104, Miami, Fl, 33135.

                        Microsoft Office XP, Windows XP.

 Languaje: Spanglish. English

 (Number of students trained: ± 150).

2002 - 2003 **Computer System Instructor**

                        HI-TECH School of Miami, 801 N.W. 37 Th. Avenue # 823, Miami, Fl, 33125

                        Microsoft Office XP, Windows XP, MSDOS and Accounting.

 Languaje: Spanglish.

 (Number of students trained: ± 150).

* 1. ***Adjunct Professor, Postgraduate/Masters Level in the Universities.***

UNAPEC, PUCMM, INTEC, UASD. Santo Domingo, Dominican Republic

Professor of Computer System Software’s, Statistical-Mathematical Profiling, Accounting and Finance and Applied Computation of the Macro and Microeconomic Spheres.

Subjects:

Microsoft Office (1995- 2000)-(Excel, Access, Word, PowerPoint, Outlook, Project, FrontPage, Outlook Express), Qualitative and Quantitative Methods, Managerial Accounting, Financial Business Management, Financial Management of Projects using Microsoft Project and Microsoft Excel , Cost and Manufacturing Systems, Scientific Control and Organization of Inventories, Financial Marketing and Administration, Management and Productivity, Marketing.

 Languaje: Spanish.

 (Number of students trained: ± 2500).

**Online Instructor Experience:**

**Videoconferencing and Tutorials**

* Microsoft Certified Application Specialist Training (Excel - Word - PowerPoint – Access – Outlook). Sample: <http://hialeahoficios.com/office>

Languaje: Spanglish. (Number of participants: ± 300).

* Data Manipulation Using (Word - Excel - Access). Sample: <http://hialeahoficios.com/ce>

Languaje: Spanglish. (Number of participants: ± 150).

* E-Learning Online Training. Sample: <http://www.miamioficios.com/el>

Languaje: Spanglish. (Number of participants: ± 150).

* Business Intelligence Introduction. Sample: <http://www.hialeahoficios.com/bic>

Languaje: Spanglish. (Number of participants: ± 100).

* Electronic Health Records – Medical Billing and Codes. Sample: <http://hialeahoficios.com/ehr> <http://hialeahoficios.com/mbc>

Languaje: Spanglish. (Number of participants: ± 50).

**Other Developments Online**

* Homework System for technical schools in Miami. Sample: <http://www.sf-institute.com/homework>

Languaje: Spanish - English. (Number of participants: ± 1500).

* Quizzes – Tests System for technical schools in Miami. Sample: <http://hialeahoficios.com>

Languaje: Spanish - English. (Number of participants: ± 5000).