**George W. Richards**

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**Work Experience**

**Pastor Durand Free Methodist Church 2001-2013** Provided leadership, preaching, teaching and Biblical Counseling.

**DVA Ambulance 2006-2009** Advanced Emergency Medical Dispatcher. Provided Emergency and Non-emergency requests for EMS. Working with telephony, radio and computer equipment.

**Pastor Lakeville Free Methodist Church 1999-2001**
 Provided leadership, preaching and teaching

**Administrative Assistant to the Director of Church Ministries, 1999-2003**
**East Michigan Conference of Free Methodist Church** Administrative duties. Network design and administration. Website development. Database programming. Presentation development with photo and video work.

**Coulston Accounting Company 1986-1987**
 Computer data entry into accounting software for financial records and payroll for 35 different companies. Designed a system to increase work efficiency and flow.

**Work Experience Continued**

**Tri-Hospital Emergency Medical Service 1978-1998**
 Paramedic, ACLS,BTLS, Paramedic supervisor
 Dispatcher, EMD, Radios, MEDCOM, 911 services
 Computer Specialist responsible for:
 Network administration, LAN, WAN. Novell and Windows servers.
 Maintained Dispatch/Billing software and educated employees in its use.
 Website Development, HTML
 Access Database programmer
 Presentation development with Microsoft PowerPoint
 Computer Educator
 Medical Supplies officer, Inventory Control, and coordination of maintenance services.

 Wrote over 20 programs to force compliance for the Commission on Accreditation of Ambulance Services, THEMS was the first ambulance company in America to pass with 100% on the first attempt.

**Education - Lifetime Learner**

2010 – 2013 Hobe Sound Bible College Bachelors of Arts in Christian Studies
2000-2013 Open Source Classroom See website for class list.
2005 Spring Arbor University Studied Business Management
1999-2006 Free Methodist Church of North America Ordained Elder
1992 Macomb County Community College Paramedic
1989 State of Michigan Builders License Residential
1984 Oakland County Community College EMT- Specialist
1982-1984 Oakland University Studied Computer Science
1980-1982 St. Clair County Community College Associates in Science
1976-1980 Port Huron Northern High School Electronics and Medicine
1973-1975 Boy Scouts of America Eagle Scout
1976 -1974 Holland Woods Middle School
1967-1974 Garfield Elementary School

**Skills**

**People Skills -** understanding ourselves and moderating our responses , communicating effectively and empathizing accurately, building relationships of trust, respect and productive interactions.

**Project Management
Process Development
Public Speaking
Presentations and Teaching
Short and Long Term Goal Setting and Measurement
Basic understanding of building maintenance
Microsoft Office – Word, Excel, Power Point, Access Database
Visual Basic, Liberty Basic
Websites - HTML**

**Interests**

**Reading – I read between 40-70 books a year.
Learning – I love to learn something new every day.
Woodworking – I enjoy designing and building practical items.
Cooking – I do most of our cooking and experiment with different menus.
Travel – I love to see new places and different people groups.
Exercise – OK, don’t really like it, but I do it, well sometimes.
Computers and Technology – using the tools to complete my goals.
TV, Movies – relaxing.
Music – I enjoy playing piano.**

**Values**

Ideas I was raised with, Ideas I live by:

**Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind,**

**Obedient, Cheerful, Thrifty, Brave, Clean and Reverent**

**Family**

I am married to Tina for 27 years and we have 4 adult children and one grandson.