

JOSEPH D. OLIVAREZ

Information Governance | Metadata Management | Data Quality
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PROFESSIONAL SUMMARY

Information management professional with 9+ years of experience in metadata governance, data quality, taxonomy development, digital repositories, authority control, workflow optimization, and staff leadership. Technical expertise includes SQL, Microsoft Access, Excel, XML/XSLT, DSpace, MARC21, Dublin Core, and adapting to emerging metadata standards and technologies.

CORE COMPETENCIES

Metadata Management, Metadata Standards, Information Governance, Data Quality Assurance, Digital Repositories, Taxonomy Development, Authority Control, SQL, Microsoft Access, Excel, XML/XSLT, DSpace, Records Management, Workflow Analysis, Process Improvement, Reporting & Data Analysis

PROFESSIONAL EXPERIENCE

Texas A&M University Libraries – Serials Cataloging & Metadata Librarian (2016–2019)

- Led authority control remediation and bibliographic maintenance projects that improved catalog consistency, metadata quality, and resource discoverability.
- Held full PCC cataloging privileges across CONSER, BIBCO, NACO, and SACO, creating standards-compliant bibliographic and authority records for national-level metadata sharing.
- Managed metadata creation, maintenance, and quality assurance for digital and physical collections.
- Developed metadata workflows supporting institutional repository initiatives.
- Administered institutional repository collections in DSpace (OAKTrust), including metadata management, collection maintenance, and user support.
- Created authority records and controlled vocabularies to improve data integrity.
- Supervised student employees and coordinated metadata projects.

Texas A&M University Libraries – Interim Supervisor, Monographs Copy Cataloging (2014–2015)

- Supervised five full-time employees and five student workers.
- Managed hiring, training, scheduling, evaluations, and workflow assignments.

Texas A&M University Libraries – Library Associate I / Cataloging Specialist (2010–2016)

- Created and maintained bibliographic metadata for diverse information resources.
- Coordinated collection transfer initiatives involving approximately 300,000 items.
- Developed procedures reducing processing time by more than 50%.
- Created complex reports and maintained databases using Microsoft Access.
- Led data cleanup and authority-control projects involving large datasets.

PROFESSIONAL DEVELOPMENT (2019-Present)

- Continued professional development in SQL, metadata standards, linked data concepts, and information architecture.
- Built personal websites and digital publishing projects using modern web technologies.
- Explored AI-assisted information management workflows and metadata applications.
- Continued independent study of data analysis, information governance, and digital repository technologies.

ADDITIONAL EXPERIENCE

Independent Newspaper Delivery Contractor (2020)

Sonic Drive-In – Crew Member (2022)

SELECTED PUBLICATIONS

Ilik, V., Storlien, J., & Olivarez, J. (2014). Metadata makeover: Transforming MARC records using XSLT. *Library Resources & Technical Services*, 58(3), 187–208.

Ilik, V., Storlien, J., & Olivarez, J. (2013). Can Viewshare be used as a research network visualization tool? A case study based on STEM departments at Texas A&M University. *Journal of Library Metadata*, 13(4), 349–366.

Olivarez, J. D., Bales, S., & Sare, L. (2018). Format aside: applying Beall's criteria to assess the predatory nature of both OA and non-OA library and information science journals. *College & Research Libraries*, 79(1), 52.

EDUCATION

M.S.I.S., University of Texas at Austin, 2015

B.S. Economics, Texas A&M University, 2008 (Minor: Music)