

Objective

Over 5 years of experience as a Computer Technician Assistant responsible for providing product and program administration over services such as virus and malware software, OS imaging, and support utilities.

Skills

Hardware Issues, Customer service, Management.

Work Experience

Computer Technician Assistant

ABC Corporation - August 1998 – December 2001

- Set up technology and installed equipment for every classroom and teacher.
- Updated and reimaged computers, Apple TVs, and smartboards to ensure compatibility with other equipment.
- Maintained a database of sensitive information creating credentials test-taking software.
- Communicated with school administration, teachers, and staff to anticipate maintenance issues and possible scheduling conflicts.
- Conferred with staff and management to establish requirements for new systems or modifications.
- Provided manpower for various projects throughout campus.
- Referred major hardware problems to outside service personnel for correction.

Computer Technician Assistant

Delta Corporation - 1997 – 1998

- Troubleshoot hardware and software Format hard drives Transfer software to multiple drives.
- Assisted with continuation of the current network for Port St.
- Joe High School, as well as installed and configured multiple computer labs in Wewahitchka High School and Elementary school.
- Inspect the circuit boards for defects or alterations.
- Inset components into the circuit boards, verify and download appropriate memory in the board.
- Test certain boards for variety of companies such as Verizon, AT&T, and Lucent.
- Manage and Schedule Appointments Install and update software and drivers Promptly respond to email requests for technical assistance.

Education

Ph.D. in Chemistry - September 2006(University of California - Davis, CA)