

## OPERATIONS TECHNICIAN

### Summary

To obtain and solidify a career-oriented position, learn valuable skills and processes, and contribute the best of my abilities for the goals, objectives, and growth of the organization.

### Highlights

- OSHA CERTIFIED (Alliance Safety Council 2014) \* Experienced with the following software: Visio, StudioOne, ProTools, Ableton Live, Zbrush, Corel Painter, Alchemy, Adobe Photoshop, Adobe Illustrator, Adobe DreamWeaver, Adobe Premiere / Cool Edit Pro, Excel, Access Database among others.

### Experience

April 2014 to Current

Company Name City , State Operations Technician

- Become familiar with new projects and their respective layouts and strategize the best course of action in advising clients in staging materials and working stations for the highest efficiency.
- Maintain good working relations with plant personnel by exhibiting a high quality of expertise as expected by each individual plants set of rules in order for a quality representation of the company.
- Properly training on use of equipment as specified by product manufacturers to ensure efficient equipment life.
- Ensuring jobs are properly prepared for by identifying inventory needs as well as visually inspection, ensuring equipment testing up to date.
- Taking personal ownership in tasks and exhibiting pride on completed tasks and ensuring that I am always in a position to learn in order to grow as an asset to the company.

July 2011 to November 2014

Company Name City , State Store Manager

- Maintain an orderly and efficient work environment by delegating tasks to employees based on individual skill sets.
- Provide a high level of customer relations through product knowledge, product placement efficiency, and superior customer service.
- Maintain status quo on product supply through daily inventory and bulk ordering.
- Oversee daily deliveries and enforce mandatory scheduled rotating of products.
- Hire and train new employees.

May 2010 to July 2011

Company Name City , State Certified Quality Assurance Agent

- Troubleshoot and test parameters of computer games to ensure desired intended design functions throughout in accordance with the intent of the game and title.
- Data entry using databases, requiring knowledge of Access (query, etc.).
- Work long, diligent hours as a title approaches the estimated release date.
- Credited on end game credits on three major game titles (Tiger Woods PGA Tour 2012, EA Sports' MMA, NHL '12).

January 2009 to May 2010

Company Name City , State Department Manager

- Maintain high quality customer service (answering questions, suggesting available options, and providing 'full-serve' service).
- Complete tasks assigned by management in a timely and thorough manner.
- Maintain a sanitary, and customer friendly work environment.
- Ensure proper opening and closing of the department.
- Work with other employees to meet desired production goals.

January 2006 to January 2009

Company Name City , State Industrial Wallpaper Hanger/Painter

- Quality Wall Covering: [self-employed], Baton Rouge and surrounding area Identify expectations of individual contractors and formulate a design and work strategy to meet the desired goals.
- Provide detailed measuring and cutting of high-value material to ensure efficient project costs.
- Maintain quality, highly trained installation of commercial vinyl wall covering in a multitude of variation (intricate patterning, 30+ foot murals, hotels, etc.).
- Operate industrial machinery such as paste-machines, forklifts, and elevator tower transport.
- Maintain a healthy work relationships with other tradesmen working in the same area through arranging situation-specific allotted working times for each.
- This includes experience gained in plant work (in administrative buildings) which required site-specific training for each.

### Education

2014

Baton Rouge Community College

City , State , United States Applied Science Entertainment Technology / Audio Engineering

FALL 2013 Internship: PreSonus Audio - Baton Rouge Sales Department, Warehouse Department, Event Planning, Inputting and receiving

international and domestic orders through NaVision software. Contact with clientele regarding shipment and billing of orders. Loading, unloading, and installation of equipment at various trade shows. Applied Science Entertainment Technology / Audio Engineering

2014

Central High School

City , State , United States General Studies

High School Diploma GPA: Recipient of Robert C. Byrd Scholarship. GPA: 3.65 Dean's List Standing) Art A.P. award, Scholarship to Art Institute of Chicago.

Skills

Adobe DreamWeaver, Adobe Illustrator, Adobe Photoshop, Adobe Premiere, Audio, billing, closing, Cool Edit Pro, Corel, customer relations, customer service, Data entry, databases, Event Planning, forklifts, inspection, inventory, machinery, materials, Access, Access Database, Excel, NaVision, Painter, personnel, ProTools, Quality, receiving, repairing, Safety, Sales, strategy, trade shows, Troubleshooting