

# ERIC ERTL

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☎ (262) 420-9135

📍 Pewaukee, WI 53072

## PROFESSIONAL SUMMARY

Enthusiastic college student working towards a degree in Computer Science. Entry-level information technology professional versed in Windows 10 and skilled in Java, VBA, C, and C++. Eager to learn more about information technologies and software development. Quick learner with a positive attitude ready to make an immediate impact.

## EDUCATION

**University of Wisconsin - Madison**  
Madison, WI • 05/2023

*Bachelor of Science: Comp. Science*  
GPA: 3.25

**Pewaukee High School**  
Pewaukee, WI • 05/2019

*High School Diploma*  
GPA: 3.89

## SKILLS

- Java, VBA, C, C++
- Microsoft Word, Excel, and Powerpoint
- Research
- Data entry
- Google Docs, Sheets, and Slides
- Android & iPhone
- Building Computers
- Replacing Computer and Laptop parts

## WORK HISTORY

**MGS Mfg. Group - IT Intern**  
Germantown, WI • 05/2020 - 08/2020

- Researched, designed, and implemented VBA macros to enhance data extraction and analysis
- Managed a project to implement a company-wide visitor management system
- Built, customized and repaired technology based on staff requests
- Wrote policy, procedure and manuals governing internal IT use

**MGS Mfg. Group - Intern**  
Germantown, WI • 05/2019 - 08/2019

- Performed quality control duties in a Metrology Lab using complex metrology machines (Coordinate Measuring Machine)
- Operated machinery in a cleanroom by inspecting various parts for defects, thoroughly cleaning machines and restocking supplies
- Worked with Distribution Center Associates to help pack, sort and distribute boxes in a warehouse
- Assisted Toolmakers to help clean various tools in a Tooling Department

**Goodwill Industries of Southeastern Wisconsin - Cashier & Sales Floor Associate**  
Waukesha, WI • 05/2017 - 11/2018

- Reconciled cash drawer at the start and end of each shift, accounting for errors and resolving discrepancies
- Helped customers complete purchases, locate items and join reward programs to promote loyalty, satisfaction and sales numbers
- Efficient restocking of sales floor with new merchandise while removing old merchandise
- Lowered theft by watching for price tag switching and notifying managers swiftly if a problem arises