Cameron Kopiec

2504 Equestrian Loop S
Salem, OR, 97302
(503) 999-6222
Cameronk@rcssalem.com

Dear Hiring Manager,

Thank you for the opportunity to apply for this role at your company. After reviewing your job description, it's clear that you're looking for a candidate that is extremely familiar with the responsibilities associated with the role, and can perform them confidently. Given these requirements, I am certain that I have the necessary skills to successfully do the job adeptly and perform above expectations.

I am a hard-working professional who has been consistently praised as hard-working by my co-workers and management. Over the course of my 8-year career, I've developed a skill set directly relevant to the Software Engineer role you are hiring for, including application development, end user support, and web design. Overall, I have consistently demonstrated analytical, problem-solving, and communication abilities in every aspect of my CEO & IT Director role at Reliable Computer Services, and I invite you to review my detailed achievements in the attached resume.

After reviewing my resume, I hope you will agree that I am the type of competent and competitive candidate you are looking for. I look forward to elaborating on how my specific skills and abilities will benefit your organization. Please contact me at (503) 999-6222 or via email at Cameronk@rcssalem.com to arrange for a convenient meeting time.

Thank you for your consideration, and I look forward to hearing from you soon.

Sincerely,

Cameron Kopiec

Cameron Kopiec

Software Engineer

✉ Cameronk@rcssalem.com   📞 (503) 999-6222   📍 2504 Equestrian Loop S Salem, OR, 97302

CAREER OBJECTIVE

Results-oriented professional with 8+ years of experience and a proven knowledge of application development, end user support, and web design. Aiming to leverage my skills to successfully fill the Software Engineer role at your company.

PROFESSIONAL EXPERIENCE

Owner (CEO)

Kopiec Enterprises, LLC DBA Reliable Computer Services & Blue Dragon Computers, Keizer, OR / Sep 2017 – April 2020

- Plan and execute advertising policies and strategies for organizations.
- Assist with annual budget development.
- Responsible for the day to day operation of the computer network serving 40+ Offices
- Respond to user concerns, suggestions and complaints in a timely, professional and consistent manner.
- Direct or coordinate an organization's financial or budget activities to fund operations, maximize investments, or increase efficiency.
- Analyze operations to evaluate performance of a company or its staff in meeting objectives or to determine areas of potential cost reduction, program improvement, or policy change.
- Direct, plan, or implement policies, objectives, or activities of organizations or businesses to ensure continuing operations, to maximize returns on investments, or to increase productivity.
- Direct or coordinate activities of businesses or departments concerned with production, pricing, sales, or distribution of products.
- Negotiate or approve contracts or agreements with suppliers, distributors, federal or state agencies, or other organizational entities.
- Review reports submitted by staff members to recommend approval or to suggest changes.

Sr. Network & Server Engineer

Kopiec Enterprises, LLC DBA Reliable Computer Services & Blue Dragon Computers, Keizer, OR / Sep 2017 – Present

- Write, update, and maintain computer programs or software packages to handle specific jobs such as tracking inventory, storing or retrieving data, or controlling other equipment.
- Write, analyze, review, and rewrite programs, using workflow chart and diagram, and applying knowledge of computer capabilities, subject matter, and symbolic logic.
- Perform or direct revision, repair, or expansion of existing programs to increase operating efficiency or adapt to new requirements.
- Consult with managerial, engineering, and technical personnel to clarify program intent, identify problems, and suggest changes.
- Compile and write documentation of program development and subsequent revisions, inserting comments in the coded instructions so others can understand the program.
- Train subordinates in programming and program coding.
- Assign, coordinate, and review work and activities of programming personnel.

- Design, build, or maintain web sites, using authoring or scripting languages, content creation tools, management tools, and digital media.
- Perform or direct web site updates.
- Write, design, or edit web page content, or direct others producing content.
- Confer with management or development teams to prioritize needs, resolve conflicts, develop content criteria, or choose solutions.
- Identify problems uncovered by testing or customer feedback, and correct problems or refer problems to appropriate personnel for correction.
- Evaluate code to ensure that it is valid, is properly structured, meets industry standards and is compatible with browsers, devices, or operating systems.
- Maintain understanding of current web technologies or programming practices through continuing education, reading, or participation in professional conferences, workshops, or groups.
- Analyze user needs to determine technical requirements.
- Develop databases that support web applications and web sites.
- Renew domain name registrations.
- Collaborate with management or users to develop e-commerce strategies and to integrate these strategies with web sites.
- Write supporting code for web applications or web sites.
- Communicate with network personnel or web site hosting agencies to address hardware or software issues affecting web sites.
- Design and implement web site security measures such as firewalls or message encryption.
- Select programming languages, design tools, or applications.
- Perform web site tests according to planned schedules, or after any web site or product revisions.
- Incorporate technical considerations into web site design plans, such as budgets, equipment, performance requirements, or legal issues including accessibility and privacy.
- Develop or implement procedures for ongoing web site revision.
- Develop and document style guidelines for web site content.
- Develop web site maps, application models, image templates, or page templates that meet project goals, user needs, or industry standards.
- Create searchable indices for web page content.
- Register web sites with search engines to increase web site traffic.
- Provide clear, detailed descriptions of web site specifications such as product features, activities, software, communication protocols, programming languages, and operating systems software and hardware.
- Monitor security system performance logs to identify problems and notify security specialists when problems occur.
- Create web models or prototypes that include physical, interface, logical, or data models.
- Evaluate or recommend server hardware or software.
- Install and configure hypertext transfer protocol (HTTP) servers and associated operating systems.
- Develop system interaction or sequence diagrams.

CEO (Partner)
Action Computer Solutions, Keizer, OR / Jan 2015 – Aug 2017

- Inspect layouts and advertising copy and edit scripts, audio and video tapes, and other promotional material for adherence to specifications.
- Plan and prepare advertising and promotional material to increase sales of products or services, working with customers, company officials, sales departments and advertising agencies.
- Gather and organize information to plan advertising campaigns.
- Confer with clients to provide marketing or technical advice.
- Direct, motivate, and monitor the mobilization of a campaign team to advance campaign goals.
- Confer with department heads or staff to discuss topics such as contracts, selection of advertising media, or product to be advertised.

- Prepare budgets and submit estimates for program costs as part of campaign plan development.
- Prepare and negotiate advertising and sales contracts.
- Plan and execute advertising policies and strategies for organizations.
- Provide presentation and product demonstration support during the introduction of new products and services to field staff and customers.
- Manage sales team including setting goals, providing incentives, and evaluating employee performance.
- Design, build, or maintain web sites, using authoring or scripting languages, content creation tools, management tools, and digital media.
- Perform or direct web site updates.
- Write, design, or edit web page content, or direct others producing content.
- Confer with management or development teams to prioritize needs, resolve conflicts, develop content criteria, or choose solutions.
- Back up files from web sites to local directories for instant recovery in case of problems.
- Evaluate code to ensure that it is valid, is properly structured, meets industry standards and is compatible with browsers, devices, or operating systems.
- Maintain understanding of current web technologies or programming practices through continuing education, reading, or participation in professional conferences, workshops, or groups.
- Analyze user needs to determine technical requirements.
- Develop databases that support web applications and web sites.
- Renew domain name registrations.

Software Engineer
Action Computer Solutions, Keizer, OR / Jan 2015 – Aug 2017

- Develop and direct software system testing and validation procedures, programming, and documentation.
- Confer with systems analysts, engineers, programmers and others to design system and to obtain information on project limitations and capabilities, performance requirements and interfaces.
- Design, develop and modify software systems, using scientific analysis and mathematical models to predict and measure outcome and consequences of design.
- Consult with customers about software system design and maintenance.
- Supervise the work of programmers, technologists and technicians and other engineering and scientific personnel.
- Train users to use new or modified equipment.
- Modify existing software to correct errors, to adapt it to new hardware, or to upgrade interfaces and improve performance.
- Analyze information to determine, recommend, and plan installation of a new system or modification of an existing system.
- Consult with engineering staff to evaluate interface between hardware and software, develop specifications and performance requirements, or resolve customer problems.
- Direct software programming and development of documentation.
- Consult with customers or other departments on project status, proposals, or technical issues, such as software system design or maintenance.
- Coordinate installation of software system.
- Design or develop software systems, using scientific analysis and mathematical models to predict and measure outcome and consequences of design.
- Supervise and assign work to programmers, designers, technologists, technicians, or other engineering or scientific personnel.

SharePoint & Website Developer
Oregon Department of Transportation , 97302, OR / Mar 2013 – Dec 2015

- Design, build, or maintain web sites, using authoring or scripting languages, content creation tools,

management tools, and digital media.
- Perform or direct web site updates.
- Write, design, or edit web page content, or direct others producing content.
- Confer with management or development teams to prioritize needs, resolve conflicts, develop content criteria, or choose solutions.
- Identify problems uncovered by testing or customer feedback, and correct problems or refer problems to appropriate personnel for correction.
- Evaluate code to ensure that it is valid, is properly structured, meets industry standards and is compatible with browsers, devices, or operating systems.
- Maintain understanding of current web technologies or programming practices through continuing education, reading, or participation in professional conferences, workshops, or groups.
- Analyze user needs to determine technical requirements.
- Develop databases that support web applications and web sites.
- Write supporting code for web applications or web sites.
- Design and implement web site security measures such as firewalls or message encryption.
- Perform web site tests according to planned schedules, or after any web site or product revisions.
- Select programming languages, design tools, or applications.
- Develop or implement procedures for ongoing web site revision.
- Develop and document style guidelines for web site content.

ADDITIONAL SKILLS

SharePoint Architecture 6+years	SharePoint Design 6+ Years	Website & App Development and Design 6+years	SEO 5+years
CRM software (Sales Force, Microsoft dynamics, etc.) 6+years	Google AdWords 5+years	Marketing Management 5+ years	Networking LANS, WANS, VLANS, VPNS, 802.1Q trunking, Spanning tree, Frame structure, and MPLS
Coding - HTML, JavaScript, .Net, CSS, PHP, Ruby on rails, etc. 5+years	Server Architecture 5+years	CEO Management 5+years	Marketing Campaigns 6+years

REFERENCES

References available upon request