

Eric Hunter
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GRAPHIC-DESIGN, WEB -DESIGN, DESKTOP PUBLISHING, CUSTOMER SERVICE
TECHNICAL-SUPPORT, MICROSOFT OFFICE, INTERNET-BROWSERS, DREAMWEAVER
FIREWORKS, FRONT-PAGE, ADOBE FLASH, PHOTOSHOP, ILLUSTRATOR, QUARKXPRESS
DIRECTOR, C++, VISUAL BASIC, PHP, COLDFUSION, PROFICIENT WITH MAC/PC'S
OFFICE-MACHINES (SCANNER, PRINTER, DIGITAL CAMERA), JAVA, WINDOW'S MOVIE
MAKER, MAYA, SQL, JOOMLA, ZEN CART, PAYMENT GATEWAYS, ACT SOFTWARE,
JAVASCRIPT, CSS, HTML, MYSQL, ADOBE AFTER-EFFECTS, WORDPRESS, INDESIGN
ACTIVE DIRECTORY, XML, WINDOWS SERVER, RAID STORAGE, PARTITIONS, COMPUTER
NETWORKING, COMPUTER REPAIR, GENERAL WAREHOUSE: LOADING/UNLOADING, RF
SCANNER LABELS, SHIPPING/RECEIVING, LINUX, PHONE REPAIR

QUICK LEARNER, PROBLEM SOLVER, GOOD LISTENING AND COMMUNICATING SKILLS
HARD WORKER, RELIABLE, LENOVO CERTIFIED

EXPERIENCE

PSL
11/2019 - Present
Delivery Driver

Nora
4/2019 - Present
Caregiver

Self Employed
2019 - Present
Web Administrator
Managing content online: Ebay, Craigslist

Self Employed
11/2016 - Present
Driver/Deliveries

Self Employed
2009 - Present
IT Field Technician,
Resolve computer hardware/software issues

Self-Employed
2000 - Present
Web-Designer,
Design websites, advertising

Volt
5/2016 - 12/2016
Machine Operator
Inspect and pack products

Chartwell Staffing
November 2015 - April 2016
Shipping Clerk
Ship items via USPS, UPS, or FedEx with RF Scanner. Load containers,
label/sort packages, tag items with prices, place merchandise on
conveyer.

BBSI
March 2015 - October 2015
General Warehouse
Load/Unload containers onto pallets, labels, pallet-jack, RF Scanner.

Alorica
2008
Technical Support: Inbound Calls

Sales
1998 - 2013
Shipping/Receiving, data-entry, advertising, email, inbound/outbound
calls

Bell's Daycare
Fresno, CA
2004 - 2009
Assistant Supervisor
Supervise children & provide interactive activities: games, reading, &
educational.

California Home Remodeling Center
2003
Telemarketing
Setting appointments for contractors.

COMPUTMATICS,
Los Angeles, CA
2001-2003
Computer Trainer
Instructor and one-on-one tutor for Visual Basic and Graphic/Web Design.

CREST OFFICE FURNITURE
2000-2001
Sales Assistant
Performed telemarketing services as well as front and back office duties.

GEFA(A General Electric Company)
Fullerton, CA
2000
Sales/Outbound
Sell a variety of financial, health and legal services over the telephone.

ARN RADIO BROADCASTING STATION
Hollywood, CA
2000
Disc Jockey
On-air disc jockey, including presentation of sponsor's name and message,

APPLEONE
Westwood, CA
1998-2001
Temporary-Office-Employee
Performed general office duties.

PETCO
West Hollywood, CA
1998-2000
Sales-Associate
Handle cashiering. Responsible for stocking items and answering telephones.

INTERNAL REVENUE SERVICE

Fresno, CA

1997

Mail-Clerk

Processed incoming mail, opened mail containing taxpayer returns, sorted forms and performed initial processing steps.

EDUCATION

University of Phoenix

IT And Web Development

2010

Santa Monica College

Business, English and Math

1998-2001

American Intercontinental University (AIU) Los Angeles

Web/Graphic Design, Foundation Studio, Desktop Publishing, English II, Multimedia, Animation

2001-2002

Computmatics, Los Angeles

Microsoft Office, Web/Graphic Design, and Microsoft Windows Courses
Certificates

1998-2000

Independent online learning: Act 6.0, Microsoft-Money, C++ and Visual-Basics

Skills

Fork-Lift, Shipping/Receiving, building/repairing PC, web/graphic Design, E-commerce, sales, customer-Service, programming, repairing electronic

devices (phones, printers, etc.), information technology, desktop - publishing