Calvin Chao

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707-484-5733

I am an analytical, solution-oriented and highly motivated computer engineer with several years of experience building and repairing hardware. I possess exceptional communication and interpersonal skills and pride myself on providing superior service. I thrive in dynamic environments and in roles that allow me to wear multiple hats and juggle different responsibilities.

Authorized to work in the US for any employer

Work Experience

Shipping Associate
Caddy Daddy - Napa, CA
October 2020 to Present

Inventory
Shipping via Ship Station.
Familiarizing with Automobile parts and accessories.
Operating various power tools.

Audio Specialist Technician / Inventory Manager
Nady Systems / PromarkBrands INTL. - Pleasant Hill, CA
May 2019 to Present

-Shipping and Receiving incoming / outgoing shipments from dealers and customers for service.
-Understanding new and former products to better help future and current dealers and customers.
-Filling in for customer service.
-Basic electrical engineering.
-Testing audio systems ranging from headphones to wireless audio.
-Organizing inventory using Cin7
-Shipping using Ship Station
-Creating refurbished products.

Production Assistant
Nady Systems - Richmond, CA
January 2018 to August 2019

-Attentive to manufacture errors
-Attentive to audio and cosmetic defects
-Testing outgoing and incoming products
-Getting system packaged and ready to be shipped to customer.
-Understand basic Audio Engineering and Frequencies.
-Understand basic electrical engineering.
-Understand different audio products ranging from headphones to different wireless audio systems.

Shipping Assistant Manager
Nady Systems - Richmond, CA
November 2017 to August 2019

-Receiving incoming shipments from suppliers and returns from Dealers.
-Picking and packing according to dealer specific instructions. (Includes pallets)
-Shipping using UPS World Ship, Ship Station, FedEx Web Manager, DHL Web Manager. (Includes pallets.
-Understanding E-Commerce
-Using and understanding Cin7 Inventory Management.

Education

High school diploma in Computer Science & Engineering
Solano Community College - Fairfield, CA
August 2016 to Present

Skills

- Microsoft Office (6 years)
- Photoshop (2 years)
- Windows (10+ years)
- Quality Assurance (3 years)
- Shipping & Receiving (3 years)
- Cin7 (3 years)
- ShipStation (3 years)
- UPS World Ship (2 years)
- Computer Repair (8 years)
- C/C++ (Less than 1 year)
- Java (Less than 1 year)
- Unity (Less than 1 year)
- AutoCAD (Less than 1 year)
- SQL (Less than 1 year)
- Computer Building (7 years)

Certifications and Licenses

CompTIA A+
In progress.

Associate's Degree in Computer Science & Programming
Present

In progress.

Bachelor's Degree in Computer Science & Programming

Present

In Progress

Additional Information

• Operating Systems: Windows, Android
• Software: Certified with Adobe multimedia products, Microsoft Office (Word, Excel, Outlook, PowerPoint)