

# LANCE DAVIS JR

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## CAREER PROFILE AND HIGHLIGHTS

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Ambitious professional with the ability to adapt to changing atmospheres and maintain impeccable attention to detail with focus on thoroughness and accuracy. Eager and poised to transition computer networking systems training, 4+ years of customer service, and on-the-job experience to positively contribute to the success of a reputable growing company

## SKILLS & ABILITIES

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◆ Customer Service ◆ Network Administration ◆ Troubleshoot: Hardware & Software ◆ Office 365 and deployment ◆ Migrating server files & folders ◆ Configuration: local, network, security ◆ Windows Active Directory ◆ Oral and written communication ◆ Application Development ◆ Hypervisors & VMWare ◆ Windows Service 2012/2016 ◆ Environmental Science ◆ Computer Diagnostics ◆ Cloud Computing ◆ Basic Subnetting

## EDUCATION

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Charter College – Lacey, WA/Online – 10/2019

Associate of Applied Science in Computer Networking Systems

Completed course objectives include: Student Success Strategies, A+ Hardware & Software, Operating Systems Fundamentals, Computer Troubleshooting, Windows Server Administration, Fundamentals of Networking, Windows Server Active Directory Administration, Windows Administration, Client Administration & Support, CISCO Switches and Routers, Technology Infrastructure, Linux Administration, Computer Security Fundamentals, Software Applications, Environmental Science, Ethical Principles Across Societies, Server Application Infrastructure, Introduction to Sociology, Cloud Computing, Professional Success Strategies, College Mathematics, Written and Oral Communication Practices, Network Security Concepts.

Highline High School –Burien, WA High school Diploma Received

## PROFESSIONAL EXPERIENCE

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Safeway – 2/2020 – Present Night Crew: Checker, Stocker, Cashier ♦  
Interact with a high-volume of customers in a fast-paced environment ensuring that all needs were met. ♦ Provide friendly customer service, answer customer inquiries, assist in locating products, and taking special orders. ♦ Operate a cash register to accurately process customers' grocery orders. ♦ Accurately tender multiple forms of payment while ensuring exceptional customer experience. ♦ Maintain inventory; ordering, stocking, and rotating product. ♦ Ensure a is clean, sanitary and organized work environment at all times. ♦ Assist with creating and maintaining shopping displays for our customers.

Olympic Moving & Storage – 9/2016 – Present Packer/Mover ♦ Assist customers with moving needs while providing exceptional customer service. ♦ Properly set up and break down customer desk-tops. ♦ Efficiently work as a driver and assist the customer moving team. ♦ Accurately work inventory control; sorting cargo for shipments. ♦ Carefully pack and wrap household good to prevent damage. ♦ Effectively work with residential and corporate clients to fulfill moving needs. ♦ Assemble and disassemble office furniture and fixtures while maintaining a neat, professional, and well-groomed appearance. ♦ Maintain schedule, promote productivity and by prevent unnecessary delays.