

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

Cherwell 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.

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

Alorica
2008
Technical Support: Inbound 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 Online

2009-2010

IT And Web Development

American Intercontinental University

Los Angeles, CA

2001-2003

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

Santa Monica College

Santa Monica, CA

1998-2000

Business, English, Math

Computmatics

Los Angeles, CA

1998-2000

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

Additional Online Learning

Online Search

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