

# RODOLFO TZINTZUN

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[R.tzin@live.com](mailto:R.tzin@live.com)

Motivated and career-striving individual looking to integrate into a professional group to provide assistance in all manners of computer and information technology.

## WORK EXPERIENCE

02/2018 – 07/2019

**MANUFACTURING ASSOCIATE**, VANGUARD EMS

- Soldered printed circuit boards
- Mechanically assembled components to boards
- Sorted and placed small electrical components
- Followed work instructions to complete tasks

2/2014 – 09/2017

**OFFICE ASSISTANT/GENERAL LABORER**, BRONZE CONSTRUCTION SERVICES

- Provided assistant work in an office setting
- Helped write job orders
- Picked up mail
- Answered and directed phone calls
- Followed up with customers
- Helped deliver materials to jobsites
- Assisted carpenters with misc. work
- Provided manual labor required to complete job

2/2009 – 02/2018

**STOCK ASSOCIATE**, ABERCROMBIE AND FITCH

- Provided friendly customer service
- Replenished products to sales floor
- Processed shipping merchandise

## EDUCATION

\*EXPECTED COMPLETION MARCH 2021

**ASSOCIATE OF APPLIED SCIENCE: NETWORK ADMINISTRATION**, PORTLAND COMMUNITY COLLEGE

JULY 2009

**HIGH SCHOOL DIPLOMA**, BEAVERTON HIGH SCHOOL

## CORE SKILLS

- Time management
- Verbal and written communication
- Interpersonal communication
- Inventory management
- Team player
- Customer service
- Problem solving

## TECHNICAL SKILLS

- Active Directory user management
- Windows 7/8/8.1/10 navigation
- Resetting passwords
- Basic network setup and configuration
- Basic command line knowledge
- Virtual Machine experience
- File security and permission management
- Account creation
- Remote Desktop Services provisioning
- Computer hardware configuration and installation
- Troubleshoot common computer problems
- Group Policy management

## CERTIFICATIONS

AUGUST 2019

**TESTOUT PC PRO**, TESTOUT CORPORATION

JUNE 2020

**CERTIFICATE IN CYBERSECURITY FUNDAMENTALS**, PORTLAND COMMUNITY COLLEGE

\*EXPECTED COMPLETION OCTOBER 2020

**COMPTIA A+**, COMPTIA INC

## REFERENCES

\*AVAILABLE UPON REQUEST