

LANCE MENDOZA

IT Technician

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SKILLS

Excellent Communication Skills, Windows, Linux & Mac, Computer Hardware/Software Support, C++, Research, Adobe CC, Microsoft Suite (Word, Excel, PP, Outlook), Google Suites, Excellent Social intelligence, Online Experience, English (Native), Clerical Ability, Self Starter, Outstanding Work Ethic, Analytical, Problem Solver, Outstanding Technical Skills, 3D Software, Writing, Ability to Take Ownership, Documenting, Aptitude to Quickly Learn, Computer Building, Basic Networking, Work Overtime

WORK EXPERIENCE

Freelance, 3D Modeler Remote (9/2019-10/2020)

- Collaborated with other 3D designers in crafting 3D models.
- Using Autodesk Maya, created high quality models, UV mapped, rigged, lighted and composited.
- Composited and retouched images using Photoshop as well as After Effects.
- Using Slack, communicated with collaborators and managed projects.
- Handled all day to day business administrative tasks.

Preferred Computer Repairs, Computer Technician Chatsworth, CA (3/2018-9/2018)

- Computer Desktop/Macintosh support, hardware analyst, data entry, shipping/receiving and customer service.
- Identified computer problems, hardware part numbers and researched flaws in the hardware.

Macy's, Sales Associate Woodland Hills, CA (9/2016-6/2017)

- Sale Associate, Customer Service, handled online transactions, maintained excellent professional relationships, etc.

Afni, Help Desk Customer Service, Tucson AZ (3/2016-8/2016)

- Help desk support with general services over the phone using a CRM software, documented, handled complaints and troubleshooted electronic products in a high volume environment. Received Classroom training prior to assignment.

Aerotek, Oakley Mechanical Operator (3/2015-9/2015)

- Worked in a laboratory manufacturing environment as a mechanical operator in the creation of prescription lenses.
- Wrote daily reports while becoming acquainted with laboratory procedures and precautions.

VOLUNTEERING

Church Volunteer (8/2017-Present)

- Multimedia, graphic designer, utilizing Adobe Creative Suite and other humane services.

West Valley Regional Library (3/2017-9/2017)

- Library store volunteer, business administration and customer service.

Greater Los Angeles Zoo (8/2009-2/2010)

- Tour guide volunteer, customer service and junior student zoologist.

EDUCATION

California State University Los Angeles,
B.A. 3D Animation (2018-2020) Magna Cum Laude
MiraCosta College
A.A. Psychology (2015) GPA 3.2/4

DISTINCTIONS

2020 California State University Los Angeles Glas Animation Festival Grant
2019 CSU Scholarship The Nathaniel R. and Valerie Dumont
2019 Autodesk, The Rookies Certificate
2018-2019 I Serve LA Bronze Level Volunteer
2018 California State University Fullerton Deans Art Scholarship