

# Andrew Richards

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## PROFESSIONAL PROFILE

Emerging student pursuing Information Technology degree eager to contribute developed knowledge to professional application. Well-versed in setting up hardware and software and adept at troubleshooting technical issues resulting in quick resolutions. Positive and ambitious individual driven by a passion for Information Systems with a hardworking mentality.

## INFORMATION TECHNOLOGY COMPETENCIES

**Systems:** Windows PC, Mac OSX Server and iOS  
**Languages:** Python  
**Software:** MS Word/Excel/PowerPoint/Outlook

## EXPERIENCE

**Electrician - A&B Electric** | Brentwood, CA April 2017 - present

Ensured the proper installation of high and low voltage circuits in electrical systems, including security and networking devices. Provided technical supervision and support to a team of amateur electricians. Provided extensive troubleshooting and out-of-the box solutions to diagnose and repair electrical systems.

- Planned and installed complicated circuit systems in both commercial and residential construction.
- Responded to emergency callbacks and provided onsite support.
- Directed electricians on installation, maintenance and repair on electrical wiring and equipment.
- Installed and repaired network infrastructure, including Fiber optic cables, Ethernet cables, and network equipment.
- Programmed network-operated lighting devices.

**Computer Technician** | Brentwood, CA February 2016 – April 2017

Built and repaired personal computers according to specifications. Ensured the stable operation of computer hardware, software systems and network infrastructure, including routers, switches, and servers. Proposed client configuration and implemented technical solutions to enhance and troubleshoot systems.

- Installed and repaired physical computer components in both desktops and laptops.
- Configured software and drivers to ensure peak performance.
- Troubleshoot system failures or bugs and provided solutions to restore functionality.
- Set up network and peripheral equipment

## EDUCATION

**Bachelor of Science in Information Technology**

Anticipated: July 2022

*Western Governors University* | Salt Lake City, UT

- Studies focus in IT Foundations, Network Infrastructure Design and Security
- Courses include IT Project Management, Data Management, IT applications, Cloud Foundations, and Emerging Technologies
- CompTIA Project + Certified