

Blake Villwock

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SUMMARY

Former IT Technician with an emphasis on PC hardware/software troubleshooting. Former sole proprietor of a health food startup with an emphasis on 1-to-1 meal planning for bodybuilders, long-distance runners, celiac patients, etc. Pursuing a transfer degree to Portland State University, STEM/Computer Engineering.

SKILLS & EXPERTISE

Project Management • Social Media Management • Customer Service • Hardware/Software Troubleshooting • Adobe Creative Suite • Graphic Design • AutoCAD • STEM/Engineering Student • Nutrition • Interpersonal Relations

EXPERIENCE

SFSD (Silver Falls School District) PC SERVICE TECHNICIAN | Silverton, OR

PC Service Technician 2009 – 2013

PC Service Technician, Manager 2011 – 2013

Assisted in managing the hardware and software needs of the Silver Falls School District, and managed/trained lower ranking technicians as a manager.

- Worked with fellow technicians on complex projects involving maintaining and overhauling various schools IT infrastructures
- Oversaw 6-8 PC Service Technicians, coordinating work orders with them, training, maintaining morale, and being a positive role model..
- Completed work tickets in a timely and professional manner, both on-site and off-site.
- Completed duties (general maintenance, sweeping, cleaning, etc.) in a timely manner.

POWDER CHOW | Salem, OR

Sole Proprietor 2014-2016

Saw an opportunity to enter an untapped market with a low startup cost. Assisted hundreds of customers with weight loss, managing celiac/IBS/various digestive issues, bodybuilding, long-distance running, and bettering their lives through an effective diet plus follow up planning and advice.

- Worked extensively with the Adobe Creative Suite (Photoshop, Illustrator, Soundbooth, Premiere, Dreamweaver, After Effects.)
- Learned and applied marketing strategies to further sales.
- Started with an approximate 18% profit margin and \$600 gross average per month, ended with an approximate 35% profit margin and upwards of \$6000 gross per month.
- Created dozens of unique recipes tailored to the specific needs of my clients.
- Maintained fast shipping times and effective customer support after establishing an infrastructure.
- Sold business to an interested investor after negotiations via escrow.

EDUCATION

CLACKAMAS COMMUNITY COLLEGE | Oregon City, OR

2017 – Ongoing

Transfer Degree to Portland State University - Emphasis, Computer Engineering