

Devin Rhines

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Education

ASSOCIATE OF APPLIED SCIENCE: COMPUTER & INFORMATION TECHNOLOGY
College of Southern Nevada

JUNE 2020

- Major: Cyber Security - Network Security
- Related coursework: Network+, Ethical Hacking, Security +, Linux (Redhat), and Project Management

Work Experience

AMAZON WAREHOUSE FC ASSOCIATE
Amazon LAS1, Henderson, NV

AUGUST 24, 2020 - SEPTEMBER 22, 2021

- Provide problem solving support for Inbound Decant department
- Monitor fraudulent sale activity
- Locate, pick, and pack the order of the customer accurately
- Receive work orders, determine the type and quantity of items ordered by the customer.
- Obtain storage location data, locate items in storage areas
- Ascertain that all picked and packed items are recorded in the Amazon database

IT STUDENT ASSISTANT INTERN
City of Henderson, Henderson, NV

NOVEMBER 20, 2019 - APRIL 14, 2020

- Participate in the routine duties performed by the computer networking department
- Perform duties consistent with educational level and obtain hands-on experience associated with the academic program in which enrolled
- Perform duties within the department of assignment to learn the functions of different networking classes.
- Perform routine office support and provide additional manpower for the computer networking department.
- Assist cyber security department, server department, and telecommunications department as well to gain relevant hands-on experience according to the academic program enrolled.

FRONT DESK ASSOCIATE
Elevation Fitness, Las Vegas, NV

JANUARY 31, 2020 - SEPTEMBER 1, 2021

- Provide great customer service to all members and guests to create a welcoming environment
- Develop positive relationships with members
- Facility/member tours
- Keep track of membership sales
- Answer incoming phone calls and provide messages or return calls as needed
- Accept member feedback and concerns professionally and communicate to management
- Cleaning of fitness center and equipment
- Notifying management of equipment needs
- Restock sales inventory and products
- Assist management with any programming, marketing, admin, etc.

Skills & Abilities

- Excellent Communication (written/verbal) and Interpersonal Skills
- Excellent Reading Comprehension Skills
- IC3 Certiport Certification
- Formatting Expert in Microsoft (Word, Excel, PowerPoint)
- Microsoft hardware installation experience